

HIGH FREQUENCY DJ COMPANY
CONTRACT FOR SERVICES REQUESTED

Please complete this contract with information/details known at this time. Should anything change, please contact High Frequency DJ Company (HFDJ) as soon as possible. Specific song/dance requests can be discussed as your event date draws near. Please return this contract as soon as possible to HFDJ at the below mailing or email address to guarantee our services for your event date as we have a limited number of entertainment systems.

High Frequency DJ	Contractor Name:
2125 73 rd Court North	Contractor Address:
Brooklyn Park, MN 55444	City, State, Zip:
651.592.0063	Contractor Phone:
highfrequencydj@comcast.net	Contractor Email:

DJ Entertainment Service Fees

The flat rate of \$695 includes seven hours from set-up to tear down.

An hourly rate of \$100 will go into affect if your event exceeds seven hours.

A deposit of \$100 is due at the time of your contract being submitted. You may include a check with a mailed contract or you may choose to pay online at www.highfrequencydj.com on the "Services" page.

The remaining balance will be due 48 hours prior to your event. You may mail payment or pay online.

Event Details

Date Submitted:	Event Date:
Type of Event:	Formal or Casual:
Event Location Name:	Event Address:
Event Location Contact Person:	
Event Location Phone:	Number of Guests:
Will a meal and non-alcoholic beverages be provided for the DJ?	

Music Preferences by Percentage – Total 100%

% Big Band	% Country	% 50s	% 60s
% 70s	% 80s	% 90s	% 2000s

Specialty Dances – Please Indicate Yes/No/Let Guests Decide

Cha-Cha Slide:	Chicken Dance:	Cupid Slide:	Electric Slide:	Hokey Pokey:
Limbo:	Macarena:	Dollar Dance:	Bouquet Toss:	Garner Toss:

Song Specifics – Please Provide Artist and Song Name

Bride & Groom's First Song:
*Father / Daughter Dance:
*Mother / Son Dance:
Wedding Party Dance:
Other Special Requests OR Songs to Avoid:

*These songs can be combined into one.

The Contractor has sole responsibility for crowd control and for any entrance/parking fees necessary to perform at the specified event location. **High Frequency DJ** reserves the right to cancel anytime during the performance, without forfeiting remaining balance due, if danger to our employees or equipment becomes evident. Any damage to **High Frequency DJ** equipment caused by contractor's guests is required to be compensated or replaced by contractor. Any music requests not received seven days prior to date of performance cannot be guaranteed. Directions to event location must be received seven days prior to event to guarantee punctuality. Written cancellation less than 60 days prior to date of event results in full payment to **High Frequency DJ** for the remaining balance due. Event date may be changed provided new date is mutually agreed upon in writing. Cancellation of an event due to weather will result in full payment to **High Frequency DJ**. Additional time is \$100.00 per one hour and can be added at any time. Mileage fee outside of Twin Cities Metro area is \$.58/ per mile both ways. For events located further than 1½ hours away drive time, contractor will need to provide a hotel room for **High Frequency DJ** employee for the night of the event. All expenses incurred in pursuing collection of money owed to **High Frequency DJ** will be the responsibility of the contractor. Payment is due 48 hours prior to event. If payment is not received, **High Frequency DJ** will arrive at event expecting payment upon arrival. If payment is not made upon arrival of **High Frequency DJ** employee to the event, they will leave the event without providing service.

I, the contractor, agree to the terms of this contract: _____ Date: _____

High Frequency DJ Representative: _____ Date: _____

HIGH FREQUENCY DJ CONTRACT CHECK-LIST

Prior to returning this contract, please make sure you have remembered the following:

- Please be sure to fully complete the contractor information segment at the top of the contract.
- Please be sure to complete as much event information as possible at this time.
- Event date and location are the most vital information to us at this time. Please be sure you have completed this portion of the contract.
- Music, dance, and special song requests can be completed as late as seven days prior to the event. Please be sure to communicate with us throughout your planning period so we are sure we have all of your event information.
- In order for us to put a hold on your date, please be sure to send your \$100 non-refundable deposit by mail (check), or online (credit card) when you mail or email your contract. This will allow us to put your date on our event calendar.
- The remaining balance for service is due 48 hours prior to your event. You may mail a check or pay the remaining balance online with a credit card. If payment is not paid 48 hours prior to your event, a DJ will show up to your event, but payment is expected upon our arrival. If not, our DJ will leave without providing service.

What happens next?

- Once High Frequency DJ has received your completed contract and non-refundable deposit, we will send confirmation of receipt and our availability on your event date.
- We will sign the contract and mail you a copy for your records.
- We will communicate with you leading up to your event to be sure we are ready to provide the DJ entertainment you are hoping for!

Frequently Asked Questions

Question: Can I request a specific Day Maker "Disc Jockey"?

Answer: You can make a specific request, but [High Frequency DJ](#) does not guarantee that they will be available. [High Frequency DJ](#) will make every effort to accommodate your request.

Question: Do I have to do the Bouquet Toss, Garter Toss, and/or Dollar Dance?

Answer: You never have to do anything. It is entirely up to you. These three items are wedding reception traditions, and while they do get the crowd involved it is your wedding and you should do what you want to do.

Questions: Can I request special songs?

Answer: Yes, you can request special songs. When you have time think about the kind of music you want to hear at your wedding reception. We will play songs, if appropriate, requested by your guests and any songs you request during the night.

Item of Note: [High Frequency DJ](#) recommends that you give us a list of 10 to 15 songs you must hear at your wedding reception. We discourage and avoid playing a set song list as it makes it very difficult for our DJ's to provide an entertaining event for you and your guests.

Question: I hate the "Macarena", do you have to play it?

Answer: Always remember that this is your event. You do not have to do any of the specialty dances listed.

Item of Note: The crowd will always request the Chicken Dance, Electric Slide, Macarena, ect. A wedding reception is a time for friends and family to come together and celebrate your day. These dances may be slightly annoying, but they do get your guests dancing, which provides a memorable event!

Please feel free to contact us with any questions that may arise as you look through our information and contract. We can be reached via mail, phone, or email.

High Frequency DJ
2125 73rd Court North
Brooklyn Park, MN 55444
651.592.0063
www.highfrequencydj.com
matt@highfrequencydj.com