

EVENT BOOKING FORM

| | |
|---------------|--|
| DATE OF EVENT | |
|---------------|--|

| | |
|---------------------|--|
| NAME OF CONTACT | |
| BRIDE'S NAME | |
| GROOM'S NAME | |
| FULL POSTAL ADDRESS | |
| HOME TELEPHONE | |
| MOBILE TELEPHONE | |

VENUE DETAILS

| | | | |
|--|---------------------|---------|-------|
| NAME OF VENUE | | | |
| ADDRESS | | | |
| POSTCODE | | | |
| CONTACT NAME <small>(WEDDING CO-ORDINATOR, EVENT MANAGER)</small> | | | |
| DIRECT TELEPHONE NUMBER | | | |
| DIRECT EMAIL ADDRESS | | | |
| TYPE OF VENUE | HOTEL | BARN | OTHER |
| IF OTHER PLEASE EXPLAIN | | | |
| TYPE OF FUNCTION ROOM | PERMANENT STRUCTURE | MARQUEE | OTHER |

SEARCH 'PRIMOPARTIESUK' ON SOCIAL MEDIA



VENUE (CONTINUED)

| | | |
|---|---|-----------|
| IS THERE ANYTHING TAKING PLACE IN THE ROOM WE WILL BE SETTING UP IN PRIOR TO THE EVENING RECEPTION (E.G. WEDDING BREAKFAST) | YES | NO |
| IF YES, | PLEASE REMEMBER, WE REQUIRE A MINIMUM OF 60 MINUTES TO SET UP. ANY DELAY IN YOUR WEDDING BREAKFAST MAY RESULT IN A DELAY IN STARTING YOUR EVENING RECEPTION | |
| TYPE OF DANCEFLOOR | PERMANENT | TEMPORARY |

DIRECTIONS

| |
|---|
| IF THERE ARE ANY SPECIAL INSTRUCTIONS REQUIRED TO REACH YOUR CHOSEN VENUE THEN PLEASE LET US KNOW, OTHERWISE WE WILL USE AN ONLINE MAP (E.G. GOOGLE) TO SEARCH THE VENUE'S LOCATION |
| |

EVENT DETAILS


| | |
|----------------------------|---|
| START TIME | |
| END TIME | |
| BUFFET/MEAL TIME | |
| ESTIMATED NUMBER OF GUESTS | |
| DRESS CODE | OUR USUAL DRESS CODE IS SHIRT AND DARK TROUSERS – IF YOU WOULD LIKE US TO WEAR SOMETHING DIFFERENT TO THIS THEN PLEASE LET US KNOW! |
| | |





SOCIAL MEDIA

| | | |
|---|------------|-----------|
| <p>PRIMO PARTIES WOULD LOVE TO ADD LIMITED PICTURES OF YOUR EVENING RECEPTION TO ITS SOCIAL MEDIA CHANNELS FOR YOU AND YOUR GUESTS TO SEE. TO COMPLY WITH GDPR REGULATIONS WE REQUEST YOUR PERMISSION TO DO THIS.</p> | | |
| | <u>YES</u> | <u>NO</u> |
| <p>I WOULD BE HAPPY FOR YOU TO ADD A SMALL SELECTION OF PHOTOGRAPHS AND/OR VIDEO TO SOCIAL MEDIA FOR MY GUESTS TO SEE</p> | | |

IF YOU WOULD LIKE US TO TAG YOU DIRECTLY IN ANY SOCIAL MEDIA COMMUNICATIONS THEN PLEASE CONFIRM YOUR SOCIAL MEDIA HANDLES

| | | |
|---|-------|---|
|  | BRIDE | @ |
| | GROOM | @ |

| | | |
|---|-------|---|
|  | BRIDE | @ |
| | GROOM | @ |

| | | |
|---|-------|---|
|  | BRIDE | @ |
| | GROOM | @ |

HOW DID YOU HEAR ABOUT US?

IF YOU WERE REFERRED TO US BY A PREVIOUS CLIENT OF OURS THEN PLEASE GIVE US THEIR DETAILS (THEY MIGHT GET A LITTLE TREAT!)

| | |
|-----------------------|--|
| NAME OF BRIDE | |
| DATE OF THEIR WEDDING | |



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OTHER ENTERTAINMENT

IF PRIMO PARTIES ARE SCHEDULED TO BE THE ONLY ENTERTAINMENT PROVIDER AT YOUR EVENT THEN PLEASE LEAVE THIS SECTION BLANK.

| TYPE OF ENTERTAINMENT | BAND | VOCALIST | CASINO | PHOTOBOOTH | OTHER |
|-----------------------|------|----------|--------|------------|-------|
| NAME | | | | | |
| ADDRESS | | | | | |
| | | | | | |
| POSTCODE | | | | | |
| EMAIL | | | | | |
| WEBSITE | | | | | |
| TELEPHONE NUMBER | | | | | |

ADDITIONAL SERVICES

| ITEM | COST | TICK IF REQUIRED |
|--|---------------------------|------------------|
| GUARANTEED EARLY SET UP (PRIOR TO MIDDAY) | DEPENDANT ON LOCATION | |
| RUSTIC LOVE LETTERS | £99.00* | |
| GARDEN GAMES PACKAGE | COMPLETE PACKAGE - £149 | |
| | FAMILY PACKAGE - £100 | |
| | 'BIG KIDS' PACKAGE - £100 | |
| ROYAL MAIL POSTBOX | £35.00* | |
| EVENT PHOTOGRAPHER | £100.00* | |
| TABLETOP LOVE LETTERS | £20.00* | |

* ONLY AVAILABLE WITH A DJ BOOKING

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MUSIC

PLEASE GIVE DETAILS OF ANY SPECIAL INFORMATION REGARDING THE BOOKING, AND/OR ANY MUSICAL PREFERENCES YOU MAY HAVE, FROM "ABSOLUTE MUSTS" TO "ABSOLUTE MUST NOTS". (E.G. TITLE, ARTISTE, ERA OR STYLE)

PLEASE KEEP THIS LIST TO NO MORE THAN 30 SONGS – THIS ALLOWS US SOME ARTISTIC LICENCE!
(PLEASE USE A SEPARATE SHEET IF NECESSARY)

Empty box for providing musical preferences and special information.



ANY OTHER INFORMATION?

FEES

WE WILL COMPLETE THIS SECTION FOR YOU AND RE-CONFIRM THE TOTAL AMOUNT (IF YOU HAVE MADE ANY CHANGES FROM YOUR INITIAL ENQUIRY) ON RECEIPT OF THIS FORM.

| | |
|---|--|
| PERFORMANCE FEE | |
| ADDITIONAL SERVICES FEE | |
| MILEAGE | |
| DEPOSIT REQUIRED (NON REFUNDABLE) | |
| BALANCE (DUE NO LATER THAN 7 DAYS BEFORE THE EVENT DATE) | |

SHOULD PRIMO PARTIES BE UNABLE TO ACCEPT THIS BOOKING FOR ANY REASON WOULD YOU LIKE US TO PASS YOUR REQUEST ONTO OTHER LOCAL DJ'S FOR A NO OBLIGATION QUOTATION.

Yes

No



PRIMO PARTIES RESERVES THE RIGHT TO REFUSE ANY BOOKING WITHOUT PREJUDICE.

NOTE: BY FILLING THIS APPLICATION FORM ELECTRONICALLY, YOUR SIGNATURE TO THIS DOCUMENT IS IMPLIED AND ACCEPTED.

PLEASE TICK TO SAY YOU HAVE READ AND AGREE TO THE TERMS & CONDITIONS SENT WITH YOUR BOOKING EMAIL.

SIGNED

| | |
|------------------|--|
| CLIENT SIGNATURE | |
| PRINT NAME | |
| DATE | |

