

ACQUIRED PRODUCTIONS

AUDIO, VIDEO, LIGHTING & ENTERTAINMENT

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WEBSITE - WWW.ACQUIREDPRODUCTIONS.COM

INFORMATION:

DATE OF CONTRACT: _____ DATE OF EVENT: _____
 COMPANY: _____ CONTACT: _____
 PHONE NUMBER: _____ FAX NUMBER: _____
 EMAIL ADDRESS: _____
 MAILING ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____

THIS EVENT IS FOR _____
 , IT WILL TAKE PLACE AT _____,
 THE EVENT STARTS AT _____ AND ENDS AT _____
 EVENT AREA MUST BE ACCESSIBLE TO ACQUIRED PRODUCTIONS
 _____ HOURS PRYOR, AND _____ HOURS AFTER EVENT.

ACQUIRED PRODUCTIONS WILL NEED TO BE SET UP BY _____

ACQUIRED PRODUCTIONS WILL PROVIDE:

SOUND EQUIPMENT: _____	BASIC LIGHTING: _____
ADVANCED LIGHTING: _____	EVENT TABLE: _____
SPANDEX FORMS: _____	SPANDEX SCREENS: _____
PROJECTOR SCREEN: _____	PROJECTOR: _____
FLAT SCREEN TV TRUSS: _____	FLAT SCREEN TV: _____
PODIUM: _____	GENERATOR: _____
MC _____	SCISSOR LIFT: _____
AIR FAIR: _____	HOTEL: _____
AUDIO DJ: _____	VIDEO DJ: _____
KARAOKE DJ: _____	VOICE DJ: _____
S.P./G.E. BAND: _____	S.P./G.E. DJ: _____
OTHER: _____	OTHER: _____

HIRING PARTY WILL PROVIDE:

PODIUM: _____	STAGE: _____
TABLES: _____	EVENT TENT: _____
SCISSOR LIFT: _____	GENERATOR: _____
AIR FAIR: _____	HOTEL: _____
OTHER: _____	OTHER: _____

CANCELLATION CLAUSE:

IF THE HIRING PARTY CANCELS 28 DAYS PRIOR TO PERFORMANCE, 50% OF THE AMOUNT SHALL BE DUE (OR DEPOSIT NON REFUNDABLE). IF THE HIRING PARTY CANCELS WITHIN 14 DAYS OF PERFORMANCE DATE 100% OF TOTAL AMOUNT IS DUE WITHIN 10 DAYS OF CANCELLATION DATE.

THE TOTAL CONTRACT AMOUNT DUE IS: _____ AND A DEPOSIT OF: _____ IS DUE AT CONTRACT SIGNING. THE REMAINING BALANCE IS DUE IMMEDIATELY PRIOR TO PERFORMANCE. FAILURE TO DO SO WILL RESULT IN A LATE FEE OF 25.00 PER DAY UNTIL PAYMENT IS RECEIVED IN FULL, NSF CHECKS WILL INCUR AN EXTRA \$100.00 CHARGE

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**PRE - EVENT / DEPOSIT:**

**TRAVEL EXPENSES:** \_\_\_\_\_

**S.P./G.E. BAND / DJ:** \_\_\_\_\_

**POST - EVENT / PAYMENT:** \_\_\_\_\_

**EVENT GRAND TOTAL:** \_\_\_\_\_  
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X _____
 SIGNATURE OF HIRING PARTY DATE

X _____
 SIGNATURE ACQUIRED PRODUCTIONS REPRESENTATIVE DATE

PLEASE SIGN AND REMIT THE ORIGINAL COPY AND DEPOSIT WITHIN "7" SEVEN DAYS. ALL CHECKS ARE TO BE MADE OUT TO "ACQUIRED PRODUCTIONS. IF YOU HAVE ANY QUESTIONS OR THERE IS ANYTHING ELSE WE CAN DO FOR YOU.

PLEASE FEEL FREE TO GIVE US A CALL
 THANKS AND HAVE A GREAT DAY!