



# BOOKING FORM

For engagements,weddings & anniversary bookings please provide both names

Client 1	Client 2
FIRST NAME <input type="text"/>	FIRST NAME <input type="text"/>
LAST NAME <input type="text"/>	LAST NAME <input type="text"/>
ADDRESS <input type="text"/>	
<input type="text"/>	
TELEPHONE <input type="text"/>	E-MAIL <input type="text"/>
DATE OF EVENT <input type="text"/>	NUMBER OF GUESTS <input type="text"/>
TYPE OF MUSIC <input type="text"/>	
VENUE <input type="text"/>	
VENUE ADDRESS <input type="text"/>	
START TIME <input type="text"/>	FINISH TIME <input type="text"/>
	AM/PM

EVENT TYPE

Birthday 18th <input type="checkbox"/>	Retirement <input type="checkbox"/>	Race Night <input type="checkbox"/>
Birthday 21st <input type="checkbox"/>	Club Event <input type="checkbox"/>	Surprise Party <input type="checkbox"/>
Children's Party <input type="checkbox"/> Age _____	Christmas Party <input type="checkbox"/>	Karaoke <input type="checkbox"/>
Engagement <input type="checkbox"/>	Other <input type="text"/>	
Wedding <input type="checkbox"/> First Dance <input type="text"/>		
Wedding Anniversary <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Ruby <input type="checkbox"/>		

\*Please note if you require a specific music playlist/ do not play list then we will require a copy to be emailed to us at least 7 days prior to the event

Total cost for Event £

Deposit Paid £

Balance Remaining £

\*Balance to be paid 7 days before the event

Paid in Full  Date \_\_\_\_\_

Customers Signature \_\_\_\_\_  
I accept the terms and conditions overleaf

Signature  \_\_\_\_\_

For and on Behalf of njb Discos



# Terms & Conditions

## By completing and signing our booking form you agree to the following terms and conditions

A non-refundable deposit is required to confirm the booking when you sign and return our Booking Form which you will receive by post or e-mail. A booking is not deemed as confirmed until this payment is received. Payment of the outstanding amount is required seven days prior to the event. A signed copy of the booking form and the deposit must be returned within 14 days of the provisional booking being made. Payments can be made by postal order, cheque, or cash in person. Deposits are set at 25% of the total value of our hire cost as stated on our Booking Form. Cheques to be made Payable to Nathan Britton.

Our fee is based on the duration of the event stated on the Booking Form. Extended events are charged at £30 per hour or part thereof.

Cancellation of a booking being advised in writing, or by telephone 31 days or less before the event date will result in loss of booking fee only. When a booking has been formally cancelled, and that cancellation has been accepted by both parties, the Customer forfeits any rights to use the services of njb Discos on that date, irrespective of booking fees paid.

We will require adequate time for setup, dismantling and removal of our equipment from the venue in a safe manner. Normally 2 hours before the agreed start time, 1 hour after the agreed finishing time. If we require additional time this will be stipulated on the Booking Form.

The Customer must ensure that njb Discos has access to two 13 amp 240 volt sockets within a reasonable distance from the performing location. The working position must not obstruct any emergency exit route, and must allow enough space for our staff to operate in safely.

If the start of the event is delayed due to us being unable to gain access to the venue/performance area, or any other delay beyond our reasonable control, we will not be liable for any refund.

njb members of staff will conduct themselves in a proper manner throughout their attendance at the venue and will respond to requests as to volume, siting of equipment and/or any other reasonable requests. The Customer is responsible for the behavior of his / her clients or guests, and for safeguarding our staff and equipment against theft, damage or other risks, from the moment of arrival to the moment of final departure. Please note any loss of or damage to equipment, other than that caused by fair wear and tear, will be charged to customer you will be liable for any loss of or damage to the equipment or personal belongings, caused by guests attending the event. Any mistreatment or abuse of our staff in any way, will result in the immediate termination of our services, with no refund.

We are not liable in any way for any injuries that may occur due to the actions of you or your guests. This may include, but is not restricted to, drunkenness or any other form of intoxication. However, this does not negate our responsibilities and provision of Public Liability Insurance.

njb Discos can not be held responsible for the way some people may be affected by strobe lighting or any other lighting, sound or haze effects that may be used. If any of these effects are not permitted then Customer must advise a member of our staff prior to the start of the performance. The use of smoke machines will be determined by the agreement of the venue management.

The customers responsibility:-

To make sure the venue holds a valid PPL (Public Performance Licence) if the event is a commercial, business or public event, and is being held in a commercial venue.

The Customer will be responsible for obtaining all necessary licences and permissions relating to the performance at the event.

Any breach of these conditions may result in the DJ ceasing performance before the allotted time without recompense to the Customer.