

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Client's Name]
[Client's Address]
[City, State, Zip Code]

Dear [Client's Name],

****Subject: DJ Service Contract Agreement****

This letter serves as a formal agreement between [Your DJ Business Name] and [Client's Name] for DJ services for the event described below:

****Event Details****

- Event Date: [Event Date]
- Event Location: [Event Venue Name and Address]
- Event Start Time: [Start Time]
- Event End Time: [End Time]
- Type of Event: [e.g. Wedding, Birthday Party, Corporate Event, etc.]

****Services Provided****

- DJ services including [list of specific services e.g., music selection, lighting, equipment setup, etc.]
- Duration of service: [Total hours of service]

****Payment Terms****

- Total Fee: \$[Total Amount]
- Deposit: \$[Deposit Amount] due by [Deposit Due Date]
- Remaining Balance: \$[Remaining Amount] due by [Remaining Balance Due Date]

****Cancellation Policy****

- [Detail the cancellation terms, including any fees or notice periods required]

****Additional Terms****

- [Any additional terms or conditions, such as equipment requirements, meal provisions, etc.]

By signing below, both parties agree to the terms outlined in this contract.

[Your Signature] [Date]

[Client's Signature] [Date]

Print Name: [Your Name] Print Name: [Client's Name]

Title: [Your Title]

Thank you for choosing [Your DJ Business Name]. We look forward to providing an unforgettable experience at your event!

Sincerely,

[Your Name]

[Your DJ Business Name]