

**\*\*DJ Engagement Letter\*\***

[Your Name/Your DJ Company 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],

We are pleased to confirm our engagement for DJ services for your event. This letter outlines the terms and conditions of our agreement.

**\*\*Event Details:\*\***

- Event Date: [Event Date]
- Event Time: [Start Time] to [End Time]
- Venue: [Venue Name and Address]
- Type of Event: [Wedding/Corporate Event/Party, etc.]

**\*\*Services Provided:\*\***

- Professional DJ services
- Sound equipment and lighting (if applicable)
- [Any additional services, e.g., MC services, playlist creation, etc.]

**\*\*Fees:\*\***

- Total Fee: \$[Total Amount]
- Deposit: \$[Deposit Amount] (due upon signing this agreement)
- Balance: \$[Balance Amount] (due [Balance Due Date])

**\*\*Cancellation Policy:\*\***

- Please provide written notice of cancellation at least [Cancellation Notice Period] in advance.
- Deposits are non-refundable if canceled within [Cancellation Policy Period].

**\*\*Additional Terms:\*\***

- Client agrees to provide [specific requirements, e.g., meal for DJ, parking arrangements, etc.].
- The DJ reserves the right to modify the playlist based on event flow and requests from the client.

Please sign and return a copy of this letter to confirm your acceptance of these terms.

Thank you for choosing [Your DJ Company Name]. We look forward to making your event unforgettable!

Sincerely,

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[Your Name]

[Your Title]

[Your DJ Company Name]

**\*\*Client Acceptance:\*\***

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[Client's Name]

[Date]