

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

[Recipient Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: DJ Performance Agreement

This letter serves as an agreement between [DJ Name] (hereafter referred to as "DJ") and [Venue/Client Name] (hereafter referred to as "Client") for a DJ performance on [Event Date] at [Venue Location].

1. **\*\*Performance Details\*\***

- Date of Event: [Event Date]
- Time of Performance: [Start Time] to [End Time]
- Venue: [Venue Name and Address]
- Style of Music: [Genres/Styles Requested]

2. **\*\*Compensation\*\***

- Total Fee: \$[Amount]
- Payment Schedule: [Details on deposit and remaining payment]

3. **\*\*Technical Requirements\*\***

- Equipment Provided by DJ: [List of equipment]
- Equipment Provided by Venue: [List of equipment]

4. **\*\*Cancellation Policy\*\***

- [Details on cancellation terms]

5. **\*\*Liability\*\***

- [Details outlining liability responsibilities of both parties]

By signing below, both parties agree to the terms outlined above.

\_\_\_\_\_  
[DJ Name]

Date: \_\_\_\_\_

\_\_\_\_\_  
[Client Name]

Date: \_\_\_\_\_

Thank you for the opportunity. Looking forward to an exciting event!

Sincerely,

[Your Name]

[Your Title/Company Name, if applicable]