



SAIGON STARS ENTERTAINMENT



LIVE MUSIC BAND - DJ & KARAOKE - SOUND SYSTEM - MC

8820 Southwick Street | Fairfax, Virginia 22031
Phuoc-Hai: 571-437-1417 | Minh-Hai: 571-338-0011

Website: www.SaigonStarsBand.com | Email: SaigonStarsBand@gmail.com



FULL BAND



ONE-MAN BAND



BAND ONLY



DISC JOCKEY



KARAOKE



SOUND SYSTEM



MASTER OF CEREMONY

EVENT INFORMATION

Wedding	Anniversary	Private Party	Charity Event	Dancing	Corporate Function	Other:
Event Date:				Start Time:		End Time:
Alternate Date:				Setup Time:		No. of Guest:

CLIENT INFORMATION

Client Name:	Bride:	Groom:	
Cell Phone:	Work Phone:	Home Phone:	
Email:	Text:	Referral by:	
Mailing Address:	City:	State:	Zipcode:

VENUE INFORMATION

Venue Name:	Website:		
Contact Name:	Phone:	Email:	
Address:	City:	State:	Zipcode:
Building:	Room:	Stage:	Indoor / Outdoor:

CLIENT'S REQUEST

PAYMENT

Language:	English	Vietnamese	Chinese	Other:	Please make checks payable to: HAI NGUYEN The remaining balance amount must be paid in full before the event date.	
Songs provided by the Client:	Songs provided by SSE:	Band Singers:		Total Charges of Services:		
Introduction Song:	First Dance Song:	Other Singers:		VA Tax @ 5%:		
Cutting Cake Song:	Bouquet / Garter Toss:	Master of Ceremony:		Code:	Discount:	
Dance with Mother Song:	Dance with Father Song:	One-Man Band:		TOTAL DUE:		
Bridal Party Dance Song:	Last Dance Song:	Uplighting:		Type:	Deposit:	
Additional Songs:	Sound System:		BALANCE:			

Comments:

SIGNATURE OF CLIENT(S):

By signing here, You, (Client) have agreed to the Terms & Conditions of Saigon Stars Entertainment on page 2

PRINT NAME: _____

DATE: _____

SIGNATURE OF SAIGON STARS: _____

PRINT NAME: _____

DATE: _____



TERMS & CONDITIONS

General:

The following terms and conditions outline Saigon Stars Entertainment (SSE) responsibilities (herein also referred to as ours or we) and the Customer/Client's responsibilities (also herein referred to as you or yours). This contract contains two parts: 1) Event Information Form and 2) Terms and Conditions. Please verify accuracy of the Event Information Form prior to affixing your signature below. Saigon Stars Entertainment agrees to provide music services at the venue and as indicated on the accompanying Information Form.

The Venue:

Saigon Stars Entertainment (SSE) will normally arrive between 1 and 1/2 hours prior to the agreed upon start time to accomplish equipment setup and configuration. Most of the time, with just music equipment, we can have our professional equipment up and running in 45 minutes. While SSE will work with the venue contact (to be provided by the Client) to ensure a suitable working area, the Client is responsible for providing SSE with a 'reasonably' secure stage or floor area with easy (handicap accessible ramp or elevator) access. If there are two (2) flights or more of stairs, there will be an additional \$100 charge added to the quoted standard rate. The Client is required to ensure that the stage operating location at the venue is located within fifty (50) cable-feet of an AC outlet. If lights are included in the provided service, two independent 20 amp outlets will be required to support the electrical current requirements of the equipment. If during the event, the AC receptacles prove to be inadequate in supporting both the music/sound equipment and lights, the lights will be disconnected. The Client will NOT be entitled to a refund for the amount of the light rental in this case, nor will SSE be liable to refund any fees received or owed for temporary interruption to services due to inadequate AC power. SSE requires a minimum of 10x16 feet stage and an 8x8 feet area for the sound equipment, as well as a 3x3 feet area for each of the speaker tripods on each side of the dance floor. If lights are requested as part of this contract, tripod areas must be 5x5 feet in size. Smoke machines are not used because it might sets off the smoke alarm systems.

Safety:

In order to prevent liability resulting from accidental injury to any individual attending this performance, SSE reserves the right to deny any guest access to the sound system, CDs, mp3 player, computers, and supplies owned or leased by SSE. In the event the band believes an unsafe situation exists, he/she may call upon the Client to remedy the situation. If no action is taken, the SSE may cease operation until the situation is resolved. SSE will take reasonable safeguards to protect its equipment and music media. However, any damage or theft occurring to any equipment or music media owned or leased by SSE because of negligent acts of the Client or Client's guests will result in the Client being held responsible to pay for the damages or lost items. Typical damages may include alcohol spilled on equipment or music, the kicking or knocking over of equipment or music, or theft of music media or equipment. SSE will notify the Client immediately upon discovery of an accident or loss.

Payment Terms and Contract Cancellation:

The Customer will make payment at beginning of the engagement of this contract by cash, or by check (Local Band Only) made payable to HAI NGUYEN. If SSE does not receive the full payment by the event day, the equipment will stay loaded in the truck until cash payment has been made. There will be an additional fee of \$35.00 for returned checks. You, the Client do hereby agree to pay the total contract amount (as shown on the front of this form) for the music and entertainment services of SSE. In the event of a postponement or cancellation of this contract, the retainer paid is not refundable. A deposit in the amount of 30% of the total contract price, or \$300 (whichever is more) will be required to hold, or book the event date with SSE, and is due at contract signing. In the (unlikely) event that SSE fails to provide and fulfill the services contracted herein, except for reasons other than death or acts of God, SSE liability is limited to refund of the retainer. If overtime is anticipated, SSE will make every effort to accommodate the request. In the event of overtime, each thirty minutes of overtime will be billed at the standard quoted rate in 30-minute increments (\$75 per 1/2 hours). Overtime is due before the performance in cash, in addition to the contracted amount. Before requesting that SSE participate in an overtime event, the Client must ensure that the venue coordinator has also approved the request.

By signing our signatures below, both parties (Client and Saigon Stars Entertainment) agree to these contract Terms and Conditions.

SIGNATURE OF CLIENT(S): _____ PRINT NAME: _____ DATE: _____

SIGNATURE OF SAIGON STARS: _____ PRINT NAME: _____ DATE: _____

*** Saigon Stars Entertainment (SSE) includes the following services: Saigon Stars Band (SSB) - Saigon Stars DJ & Karaoke (SSDJ) - Saigon Stars Sound (SSS); other services are under sub contract.