

EVENT DESIGN SERVICES AGREEMENT

Location: _____ Date: _____

Client Information:

Full Name / Company: _____

Contact Person: _____

Address: _____

Phone/Email: _____

Event Designer Information:

Full Name / Company: _____

Contact Person: _____

Address: _____

Phone/Email: _____

Event Details:

Event Name / Type: _____

Event Location: _____

Event Date(s): _____

Event Time(s): _____

Scope of Services:

Designer shall provide event design and consultation services including but not limited to theme development, decorations, lighting, floral arrangements, furniture layout, and vendor coordination as specified in the attached Schedule.

Designer agrees to perform services in a professional manner consistent with industry standards.

Compensation and Payment:

Total Fee: _____ USD

Deposit Amount: _____ USD

Balance Due: _____ USD

Payment Method and Schedule: _____

Designer's Obligations:

Designer shall perform the services with reasonable care and skill, provide all necessary materials as agreed, and coordinate with vendors and venues as required. Designer will obtain any necessary permits or approvals to perform the services, except those that are the Client's responsibility.

Client's Obligations:

Client shall provide timely access to event locations, furnish necessary information and approvals, and make payments as scheduled. Client is responsible for obtaining any venue permissions, permits, or licenses required for the event.

Cancellation and Refunds:

Client may cancel this Agreement by providing written notice to Designer. Deposit is non-refundable except as otherwise agreed in writing. If cancellation occurs after commencement of services, Client shall be liable for fees for services rendered and non-recoverable costs incurred to date.

Limitation of Liability:

Designer's total liability arising out of or related to this Agreement shall not exceed the total fees paid by Client. Designer is not liable for any indirect, incidental, consequential, or punitive damages.

Indemnification:

Client agrees to indemnify, defend, and hold harmless Designer from any claims, damages, liabilities, or expenses arising from Client's negligence, breach of this Agreement, or failure to comply with applicable laws.

Force Majeure:

Neither party shall be liable for delays or failure to perform due to causes beyond their reasonable control, including acts of God, government restrictions, natural disasters, or other emergencies.

Intellectual Property:

All designs, concepts, and materials created by Designer remain Designer's intellectual property unless otherwise agreed. Client is granted a limited license to use materials solely for the event.

Confidentiality:

Both parties agree to keep confidential all non-public information disclosed in connection with this Agreement, except as required by law or authorized in writing.

Governing Law and Venue:

This Agreement shall be governed by the laws of the State of _____ without regard to conflict-of-law principles. Any disputes arising shall be resolved exclusively in the state or federal courts located in _____ County, _____.

Entire Agreement and Amendments:

This Agreement, including all attachments and schedules, constitutes the entire agreement between the parties and supersedes all prior understandings. Amendments must be in writing and signed by both parties.

Severability:

If any provision of this Agreement is held unenforceable, the remainder shall remain in full force and effect.

Waiver:

Failure to enforce any provision does not constitute waiver of that provision or any other rights.

Signatures:

CLIENT SIGNATURE

DESIGNER SIGNATURE

Signature: _____

Signature: _____

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