

EVENT AGREEMENT

This Event Agreement (the "Agreement") is effective [DATE].

BETWEEN: [EVENT MANAGEMENT COMPANY] (the "company"), a company organized and existing under the laws of the [State/Province] of [STATE/PROVINCE], with its head office located at:

[YOUR COMPLETE ADDRESS]

AND: [CLIENT NAME] (the "Client"), a company organized and existing under the laws of the [State/Province] of [STATE/PROVINCE], with its head office located at:

[COMPLETE ADDRESS]

Together, [EVENT MANAGEMENT COMPANY] and [CLIENT NAME] (together, "Parties") sets forth the agreement between the Parties relating to event planning services to be provided by the company for Client for the event identified in this Contract.

1. TERM

This Agreement shall remain in force from the date first set forth in section 3 for a period of [NUMBER] hour(s). This term shall always be subject to the termination provisions set forth herein.

2. APPOINTMENT OF EVENT MANAGEMENT COMPANY

[COMPANY NAME] agrees to employ the company to perform the services set forth herein and event management company agrees to perform these services. The scope of this employment will be as follows:

[Describe scope of the agreement in geographical terms, e.g., "From [COUNTRY] to [COUNTRY]"]

These services will encompass all modes of transportation.

3. EVENT DETAILS

Client is hiring the company to execute the planned event in question, and related services, for the following event ("Event"):

Date: [Event Date]

Catering arrival time: [Arrival Time] ("Start Time")

Event start time (for guests): [Event Start Time] ("Start Time")

Event end time (for guests): [Event End Time] ("End Time")

Location: [Event Venue] ("Venue")

Estimated number of guests: [Guest Count]

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M Walker



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