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PROGRESSIVE

Music, Dance & Art School

"Progressive Events" Questionnaire - Terms & Conditions

(Please tick/mark appropriate boxes below)

Client full name & surname:

Contact Info

Mobile: _____ Email: _____

Type of Event:

Corporate Function	Kids Party	Adult Party	Other
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Date: _____ Time: (event starting time) _____

How many people will be attending? (please tick the appropriate box)

Under 30 people	Under 60	Under 80	MAX 100 People
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Type of Seating & Table arrangement:

Round Dining Table's & Chair - configuration	Class Room - configuration	Theatre - configuration	Other
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Type	How Many units
Plastic Chairs (Blk)	
Tables (8 seats)	
Table Cloths (Blk)	
Chair covers (Blk)	
Kids Tables (4seats)	
Kids Chairs	

Additional Requirements & Notes:

Facility & Service Requirements: (Please tick the appropriate box)

Hall (Parking Lot)	Swimming Pool (Life Guard or Adult Supervision)	Kitchen	Cash Bar	Kids Play Ground (coming soon)
Sound System PA System	Additional Audio Equipment	DJ (client to supply a play list of required music)	Backline Please specify	FX Lighting & Smoke Machine
Jumping Castle (only for children)	Live Band Entertainer	Projector AV	<u>Braai Area</u>	

Other Service's: (Please tick the appropriate box)

Catering	Cake's & Cup Cakes	B&B or Guest House Accommodation (local area)	Event/ Party Decor & Design Themed Events
Party Snacks Platters	Kids Party Packs	Salad	Other

Additional Requirements

Payment & Deposit.

All payments are strictly up front (before load in).

A R1000,00 Deposit is refundable under terms and conditions (Deposit covers the possible damage to property and equipment. If any damages arise the deposit will not be refunded).

The Deposit will also serve as confirmation of the Event Booking but won't be refunded upon cancelation of the event date.

Power Consumption.

Client to supply a list of additional electrical appliances they wish to use during the event period, the accumulated wattage will be charged per unit. Please note no 3 phase power is available.

(1x15 Amp circuit in main Hall & 1 x 15 Amp circuit in Kitchen)

Noise Pollution.

Please note that by law the volume (dBspl) of the PA System or Sound System may not exceed 90dbSPL for the listener. If in the event it is found that the volume is in excess, "you" the client will be asked to reduce the level.

Right of Admission.

The owners, representatives and staff reserve the right of admission of any persons they feel fit as the facilities is on private property. Any persons behaving in an inappropriate manner will be asked to leave. (Ensure that you have your party under control)

If any Incidents arise which are deemed inappropriate the deposit will not be refunded.

Security.

Please note that the facility is under CCTV surveillance. Please ensure that only your guests, clients and associates are allowed access to the property and facility (ensure main gate is closed at all times).

Swimming Pool.

If the swimming pool is used, a life guard must be present when children are amongst the party. (one can be provided at an extra charge)

Liability.

I _____ (client) hereby agree and acknowledge all the terms and conditions and take full responsibility for any injury, death, theft and damage to persons or property during the time and hire of the facility and agree to not hold the owners or their representatives or staff of "Progressive Events" liable for any damage, injury, theft or death to persons or property during this time.

Client Signature: _____

Witness 1: _____

Witness 2: _____ (admin office use)

Thank you.

Progressive Events

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