

T-BONE PRODUCTIONS AND SOUND

(907) 566-1936

WEDDING GUIDE

GROOM'S CHANGE OF ADDRESS & MARITAL STATUS WORKSHEET

Items to be Changed	Change Marital Status	Change Address	Account or Policy Number, Other Info	Phone or Address To Notify Company	Done
Social Security					
Driver's License					
Car Registration					
Voter's Registration					
Passport					
Employee Records					
School Records					
Checking Account					
Savings Accounts					
IRA Accounts					
Safety Deposit Box					
Stocks and Bonds					
Loans					
Wills/Trust					
Pensions					
Property Titles					
Leases					
Subscriptions					
Club Memberships					
Post Office					
Auto Insurance					
Property Insurance					
Medical Insurance					
Life Insurance					
Doctors/Dentist					
Business Cards					
Business Stationery					
Utilities					
Taxes					
Credit Cards:					

BRIDE INFORMATION WORKSHEET

TO BE COMPLETED BY BRIDE AND GROOM

DATE _____ TIME _____

BRIDE _____

GROOM _____

BRIDE'S PARENTS _____

GROOM'S PARENTS _____

MATRON OF HONOR _____

BEST MAN _____

MAID OF HONOR _____

BRIDEMAIDS _____

USHERS _____

FLOWER GIRL _____

RING BEARER _____

PHOTOGRAPHER _____

PHONE _____

PARTY HOUSE CONTACT _____

PHONE _____

SPECIAL MUSIC

FIRST DANCE _____

BRIDAL PARTY _____

FATHER/DAUGHTER _____

OTHER SPECIAL DANCES _____

ADDITIONAL INFORMATION

ANNIVERSARIES

BIRTHDAY

OTHER

T-BONE PRODUCTIONS AND SOUND
ALASKA'S MOST SOUGHT AFTER PROFESSIONAL MOBILE D.J. SERVICE
(907) 566 – 1936

Web Site: www.tboneproductions.com

E-mail: tbone@tboneproductions.com

Performance Appraisal

Please read the description of each topic and rate the performance of T-Bone Productions and Sound at your event, using the satisfaction scale immediately following the topic. Our goal is to provide top-notch, professional services, therefore we ask that you explain any aspect of our service that does not warrant a “very satisfied” rating. If there’s an aspect or our performance that you were especially pleased with, we’d like to hear that too!

Cooperation

The staff at my event cooperated and assisted with scheduled activities, announcements, and provided appropriate sound levels.

Very Satisfied		Somewhat Satisfied		Not Satisfied
5	4	3	2	1

Comments: _____

Music Selection

The music that was played at my event was what was expected and was appropriate for the occasion.

Very Satisfied		Somewhat Satisfied		Not Satisfied
5	4	3	2	1

Comments: _____

Sound Quality

The sound system provided was of professional quality and sounded good at all volume levels.

Very Satisfied		Somewhat Satisfied		Not Satisfied
5	4	3	2	1

Comments: _____

Personnel

The demeanor to the personnel was professional, service-oriented, and accommodating. Dress was professional and appropriate to the occasion.

Very Satisfied		Somewhat Satisfied		Not Satisfied
5	4	3	2	1

Comments: _____

Value

Overall the services provided were a good value for the money spent.

Very Satisfied		Somewhat Satisfied		Not Satisfied
5	4	3	2	1

Comments: _____

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CONTRACT # _____

DATE _____

CLIENT _____

NAME/ORGANIZATION _____

ADDRESS _____ PHONE _____

PERFORMANCE DAY/DATE _____ START TIME _____ UNTIL _____

LOCATION/ADDRESS _____

RATE \$ _____ FOR _____ HRS. (+ \$ _____ TRAVEL)

- \$ _____ *DISC./DEPOSIT = BALANCE DUE OF _____

PAYMENT

CLIENT AGREES TO PAY _____ OF THE TOTAL PAYMENT AS A NON-REFUNDABLE SECURITY DEPOSIT.
THIS CONTRACT IS VALID UPON SIGNING. BALANCE DUE ON ARRIVAL.
CANCELLATIONS AFTER THREE DAYS DOES NOT RELEASE CLIENT OF PAYING FULL CONTRACTED PRICE. _____

AGREEMENT

UPON ACCEPTANCE OF THIS AGREEMENT, T-BONE PRODUCTIONS AGREES TO PERFORM AT THE TIME AND PLACE SPECIFIED. THE CLIENT IS REQUESTED:

- 1) DESIGNATE IN ADVANCE AN AREA AT LEAST 6 X 6 FOR PERFORMANCE.
- 2) LOCATE THE NEAREST 110 AC OUTLET AND CHECK ITS OPERATION.
- 3) SELECT THE MOST DIRECT AND SECURE ROUTE FROM UNLOADING AREA TO PERFORMANCE AREA.
- 4) ARRANGE TO HAVE A STRONG TABLE, 2ft BY 5ft OR LARGER, AND 3 CHAIRS AVAILABLE FOR THE DJ'S USE. IN THE EVENT THESE PREPARATIONS ARE NOT MADE AND THE PERFORMANCE IS DELAYED, T-BONE PRODUCTIONS SHALL NOT BE EXPECTED TO COMPENSATE.

THE CLIENT SHALL ASSUME RESPONSIBILITY FOR ALL GUESTS AND IS THEREFORE, LIABLE FOR ALL DAMAGES AND THEFTS OF T-BONE PRODUCTIONS EQUIPMENT CAUSE BY GUESTS.

T-BONE PRODUCTIONS ASSUMES NO LIABILITY FOR INJURIES TO THE CLIENT OR GUESTS.

THERE WILL BE A RETURN CHECK FEE OF \$35.00, PLUS THE AMOUNT OF THE CHECK, TO BE PAID UPON NOTIFICATION OR LEGAL ACTION SHALL BE TAKEN.

THIS CONTRACT IS BINDING UNTIL AFTER SERVICE IS COMPLETED AND TOTAL PAYMENT RECEIVED.

GWUANA R. THOMAS, PRESIDENT, T-BONE PRODUCTIONS & SOUND

DATE

CLIENT

DATE

D.J. ENTERTAINMENT IS OUR SPECIALTY