



PlanIT Events, LLC

THE BEST PARTIES REVOLVE AROUND US

This Agreement for event planning services is hereby entered into by and between the following parties:

PlanIT Events, LLC

11627 Summit Rock Ct.

Parrish, Florida 34219

Telephone No.: 941-685-4613

Email: info@myplanitevents.com

Contract Person(s): Evan Potter and Karen Ferguson (Owners)

Name _____

(Hereinafter referred & referenced as "Client")

Address: _____

Telephone No.: _____

Email.: _____

RECITALS:

1. Place of event (venue) _____

2. Address of event: _____

3. Type of event: _____

4. Date/Time of event: _____

5. Scope of work: It is hereby agreed to and understood that PlanIT Events LLC in exchange for remuneration as set forth in Paragraph 6 of this subject Agreement, I PlanIT Events LLC will provide the following services:

Services: _____

6. The total event planning fee agreed upon is \$_____. A reservation fee of \$_____ is required to secure PlanIT Events LLC for the event. This amount shall be subtracted from the total amount due. The remaining balance must be paid in full BEFORE the start time of the event, (unless other arrangements are permitted by PlanIT Events LLC). Forms of payment accepted are: personal checks, (made out to "PlanIT Events LLC"), cash, Cash App, Venmo, and square payments. If total invoice amount is over \$1,000.00, Cash App is NOT an accepted form of payment.

7. PlanIT Events LLC represents and warrants to Client that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional, competent, and timely manner; that it has the power to enter into and perform this Agreement; and that its performance of this Agreement shall not infringe upon or violate the rights of any third party or violate any federal, state, and municipal laws. However, Client will not determine or exercise control as to general procedures or formats necessary to have these services meet Client's satisfaction.

8. This agreement of PlanIT Events LLC to perform shall be excused by acts of God, or any other legitimate condition beyond PlanIT Event LLC's control. If such circumstances arise, all reasonable efforts will be

made by PlanIT Events LLC to find comparable replacement for services at the agreed upon fees. In the event that PlanIT Events LLC is unable to procure a replacement, Client shall receive a full refund of all fees paid to PlanIT Events LLC. Client agrees that in all such circumstances, PlanIT Events LLC liability shall be exclusively limited to refunding the fees paid and that PlanIT Events LLC shall not be liable for indirect or consequential damages arising from any breach of this contract.

9. In the event of non-payment, PlanIT Events LLC retains the right to attempt collection through all legal and permissible means. Client will be responsible for all court fees, legal fees, and collection costs incurred by PlanIT Events LLC.

10. It is further agreed to and understood that Client shall be charged \$50 for each returned check plus a \$10 service charge for each collection notice.

11. It is agreed to that the Client will take reasonable steps to protect PlanIT Events LLC personnel and equipment during the contracted period. In the event of injuries or damages resulting from insufficient protection on Client's part, (except in the case of gross negligence on the part of PlanIT Events LLC), Client will be responsible for paying for all of PlanIT Events LLC resulting costs (including, but not limited to, insurance deductibles, medical treatment) that are not reimbursed by insurance.

12. This agreement cannot be canceled except by mutual written consent of both the Client and PlanIT Events LLC. If cancellation is initiated by the Client in writing and agreed to by PlanIT Events LLC in writing, Client will be required to pay any unrecoverable costs already incurred by PlanIT Events LLC, (but not more than the total fee agreed upon).

13. Client shall pay any charges imposed by the venue. These charges may include, but are not limited to: parking, use of electric power, etc.

14. It is hereby agreed and understood that the laws of Florida State shall govern this agreement.

15. Client agrees to defend, indemnify, assume liability for and hold PlanIT Events LLC harmless from any and all claims, demands, damages, losses, suits, proceedings, penalties, expenses or other liabilities including attorney fees and court costs, arising out of or resulting from the performance of this contract, regardless of the basis, (except for gross negligence on the part of PlanIT Events LLC).

16. Client may not transfer this contract to another party without the prior written consent of PlanIT Events LLC.

17. This agreement is not binding until received and signed by PlanIT Events LLC. Any changes must be written and signed by both the Client and PlanIT Events LLC. Oral agreements are non-binding. The latest contract supersedes all previous contracts between Client and PlanIT Events LLC for the event listed above. If any clause in this Agreement is found to be unenforceable by a court of law, the rest of this Agreement shall remain in full force and effect.

18. This Agreement may be executed in multiple counterparts, and each such executed counterpart shall be deemed an original, but all of which together shall constitute a single agreement. Facsimile signatures to this Agreement are acceptable and carry with it the same full force and effect as an original signature.

19. PlanIT Events LLC may elect not to exercise rights specified in this agreement. By doing so, PlanIT Events LLC does not waive their right to exercise those rights at a future date.

PlanIT Events, LLC

Dated: _____

Signed by: Evan Potter

Signed _____

Dated: _____

Signed by:

Signed _____