



13111 W. 21<sup>st</sup> Street  
 Wichita, Kansas 67235  
 (316) 722-3580  
 FAX: (316) 722-3591  
 E-mail: [info@eberlyfarm.com](mailto:info@eberlyfarm.com)  
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**DJ/ BAND AGREEMENT  
 2010**

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- ✓ Eberly Farm charges a \$25.00 per event fee to have a DJ or Band on the premises.
  - ✓ Bride/Groom/Company has reserved Eberly Farm from \_\_\_\_\_ to \_\_\_\_\_. These hours are to be determined by the Bride/Groom/Company at LEAST 3 weeks in advance of the event.
  - ✓ The DJ/Band must not come before or stay after the hours above. DJ/Band playing time is \_\_\_\_\_ to \_\_\_\_\_, DJ/Band last song is \_\_\_\_\_. THESE HOURS ARE TO BE DETERMINED BY BRIDE/GROOM/COMPANY CONTRACTING WITH DJ/BAND. Last song cannot be less than 30 minutes before event closing time. If the DJ/Band needs more than 30 minutes to break down, load and depart then DJ/Band must play last song earlier.
  - ✓ If DJ/Band plays past departure time above or does not depart by ending hours as selected by Bride/Groom or Company, there will be an overtime charge of \$200.00 per half hour. The bride/groom or company will be liable for the overtime fee.
  - ✓ After unloading my equipment I will put my vehicle(s) in the parking lot. I know Eberly Farm is not responsible for helping move equipment or providing me with any equipment.
  - ✓ If I (DJ/Band) need any tables and/or chairs from Eberly Farm I will call one week prior (or mark below) to the event to arrange. I will not rely on the party planner, bride or groom to arrange for tables.  I need one table
  - ✓ Eberly Farm does not provide table cover or skirting for the DJ table unless the cover and skirting is paid for in advance (\$20.00 per 8 foot table).
  - ✓ Questions: Eberly Farm office hours are Tuesday through Friday from 9:00 a.m. to 5:00 p.m. The Eberly Farm phone number is (316) 722-3580.
  - ✓ Eberly Farm Inc doesn't allow confetti, bubble machines, smoke machines or duct tape on the floors. Eberly Farm reserves the right to regulate excessive volume.
  - ✓ DJ or Band member will announce the following items:
    - ✓ Dinner time working with Eberly Farm staff to determine traffic pattern and who (bridal party or guests) will eat first
    - ✓ Last call for drinks
    - ✓ Last dance (please announce 3 times in the last hour the last dance time and closing time so guests can be prepared)
    - ✓ Closing time
    - ✓ Guests are welcome to leave cars in the parking lot, Eberly Farm will open at noon the following day for them to retrieve their cars (unless event is on a Sunday).

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**EVEN IF YOUR DJ OR BAND HAS BEEN TO EBERLY FARM THEY MUST COMPLETE THIS FORM AGAIN!**

DJ/Band: \_\_\_\_\_ Event Date: \_\_\_\_\_ Group: \_\_\_\_\_

DJ/Band Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Bride/Groom/Company Representative Signature: \_\_\_\_\_

*Return this form at least 3 weeks before your event.*