

Premier Hospitality Events Required Deposit Agreement

1. Overview

This Required Deposit Agreement outlines the terms under which a client must submit a mandatory deposit with Premier Hospitality Events (PHE) when booking any service. This deposit secures the event date and services as described below.

2. Mandatory Deposit

A **25% deposit** of the total estimated service cost is **required** to secure any event date or booking with Premier Hospitality Events. No booking is confirmed until the deposit has been paid.

3. Refund Policy

The 25% deposit is **fully refundable** if the client cancels the event at least **two (2) weeks prior** to the scheduled event date. Cancellations made within **14 days** of the event date are **non-refundable**.

4. Non-Refundable Purchases

Any ingredients, supplies, rentals, equipment, or products purchased specifically for the client's event are **non-refundable** regardless of cancellation timing. These charges will be deducted from any eligible refund.

5. Application of Deposit

The required deposit will be applied to the final invoice balance. Remaining payments are due according to the payment schedule outlined during the planning process.

6. Acknowledgment

By signing this agreement, the client acknowledges that the 25% deposit is mandatory and agrees to the terms outlined regarding deposit payment, refunds, and non-refundable purchased items.

Client Signature: _____

Date: _____

PHE Representative Signature: _____

Date: _____