

Wedding Event Agreement Letter

Date: 20-09-2024

From:

WedLens

Nagaon ,Assam

wedlensofficials@gmail.com

91014 74031

To:

[Client's Name]

[Client's Address]

[Email Address]

[Phone Number]

Dear [Client's Name],

We are pleased to confirm our agreement for the event management services provided by WedLens for your wedding event. This letter outlines the terms and conditions agreed upon between WedLens and [Client's Name].

Event Details

- **Event Type:** Wedding Ceremony
- **Date of Event:** 06-10-2024
- **Location:** MIYA GAON , NAGAON , ASSAM

Total Cost

- **Total Price for Event Management Services:** ₹ 1,90,000 (One Lakh Ninety Thousand Rupees).

Payment Terms

1. **Advance Payment:** The Client agrees to make an advance payment of 70% of the total amount, which is ₹1,33,000 (One Lakh Thirty-Three Thousand Rupees). This amount is due at the time of signing this agreement.
2. **Final Payment:** The remaining 30% of the total amount, which is ₹ 57,000 (Fifty-Seven Thousand Rupees), will be paid by the Client on the next day following the completion of the wedding event.

Services Provided

The Event Manager will provide the following services:

- Complete event planning, coordination, and execution for the wedding event.
- Management of decorations, venue setup, and catering (as discussed with the Client).
- Ensuring smooth flow of events as per the agreed schedule.

Catering Menu:

Starters: Paneer Kebab , Veg Pakora, Chicken Kebab, Chai (Tea),Cold Drinks.

Dessert: Icecream ,Gulab jamun,Jalebi/rabri/firni, Pan shop

Main Course: Rice,Chicken Gravy,Mutton Gravy,Fish Kalia(MacherKalia),Pulao,
Tandoori Roti/Naan,Mix-Veg with Babycorn,Dal Fry,Salad,Papad,Brinjal Fry.

Cancellations and Refund Policy

In the event of cancellation by the Client, the advance payment is non-refundable. If the Event Manager fails to provide the services as outlined in this agreement, the Client reserves the right to request a refund or adjust the amount.

Additional Terms

- Any changes in the scope of work or additional requests by the Client will require a written agreement and may incur extra charges.
- The Event Manager is not responsible for any delays caused by third-party vendors or unforeseen circumstances.

Acceptance of Terms

By signing this agreement, you acknowledge and accept the terms and conditions mentioned above.

We look forward to creating a memorable event for you. Thank you for choosing WedLens for your special day.

Client Signature:

Event Manager (WedLens) Signature:

Date:

Date:

