

# Events To The 'T' Inc

2394 Mariner Square Dr. Ste. B  
Alameda, CA 94501

(925) 335-0633 Office  
(925)525-8629 Cell  
(925) 335-9797 Fax

www.SFproms.com

## EVENT CONTRACT

This agreement is amended from the original on March 12, 2024 between EVENTS TO THE 'T' Inc. and MARIA CARRILLO HIGH SCHOOL, Santa Rosa, California.

THE FOLLOWING IS AGREED UPON BETWEEN BOTH PARTIES:

\_\_\_ 1. For the engagement described hereinafter Events To The 'T' Inc. will provide:

- Exploratorium Central Gallery
- Beverages: Soda/Water Bars
- Food: Taco Bars, Chocolate Fountains with Dippables
- Entertainment: Pegleg DJ
- Enhancements: 1 Glam/1 Photo Booth, Casino
- Décor: See Addendum Below
- Security: 6 Private Company Guards (Mandatory)
- IM Insurance Policy Per Venue Requirements
- Staff: ETTT Event Manager, Staff, Janitorial

\_\_\_ 2. Event Location:

Exploratorium  
Pier 15 (Embarcadero at Green Street)  
San Francisco, CA 94111

\_\_\_ 3. Date(s) / Time (s) of engagement:

Saturday, May 11, 2024  
5:30p.m. –8:00p.m. Set-up  
7:00p.m. -11:00p.m. Ball

\_\_\_ 4. Agreed upon compensation for engagement:

\$75,900.00 with a 600 students minimum (\$129.00/student)

\_\_\_ 5. Deposit schedule:

\$ 5,000.00  
\$ 7,000.00  
\$ 7,000.00  
\$56,900.00 + additional students

Rec'd 3/3/23  
Rec'd 10/26/23  
Rec'd 2/15/24  
5/11/24  
Final count due 5/8/24

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## TERMS OF AGREEMENT

- 1) Events To The 'T' will act as your agent and book all requested vendors.
- 2) Events To The 'T' will schedule all arrivals, handle all deposits and payments, and ensure all scheduled activities are approved by the event site.
- 3) In the event of sickness, accident, acts of god and/or other legitimate conditions beyond the above vendor's control, every effort will be made to find a replacement. Events To The 'T' and vendor's liability are limited to vendors price.
- 4) Client will assume full responsibility and liability for the conduct of his or her guests regarding theft or damage to any performers' equipment, or injury to any performer caused by intentional or negligent acts by clients or his or her guests.
- 5) No verbal agreement may amend this contract. If any legal action is necessary to enforce the terms of this agreement, Events To The 'T' will be entitled to reasonable collection fees.
- 6) Any deposits/balances unpaid after due date will accrue a 1.5% interest rate per month.

## TERMINATION OF AGREEMENT

- 1) If terminating a date, written notice must be received at least ninety (90) days prior to cancellation.
- 2) Outside of ninety days the full facility rental fees are due and 100% of expected commissions will be due to Events To The 'T' Inc.
- 3) If terminating 30-90 days prior to event date, client will increase payment to 50% of expected total of said event. Events To The 'T' Inc. will pay off all deposits due to vendors per their contracts and 100% of expected commissions due to Events To The 'T' Inc. We will then mail you a refund check with an itemized cancellation fee schedule.
- 4) If terminating event within 30 days, full payment is due. Events To The 'T' Inc. will pay off all monies due to vendors per their contracts and 100% of expected commissions due to Events To The 'T' Inc. We will then mail you a refund check with an itemized cancellation fee schedule.

The undersigned, \_\_\_\_\_, acting as an authorized agent of Maria Carrillo High School hereby accepts and agrees to the terms of the contract and as recognition thereof has signed below.

\_\_\_\_\_  
(Name of Client)

\_\_\_\_\_  
(Area Code & Phone Number)

\_\_\_\_\_  
(Mailing Address)

\_\_\_\_\_  
(City)

\_\_\_\_\_  
(State)

\_\_\_\_\_  
(Zip)

\_\_\_\_\_  
(Signature of Client)

*Toby Proescher*

\_\_\_\_\_  
(Date)

3/12/24

\_\_\_\_\_  
(Toby Proescher, Events to the 'T', Inc.)

\_\_\_\_\_  
(Date)

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## MENU INCLUDED:

### 3 Taco Bars for 600 (Hispanic Spiced)

Chicken Tinga, Carne Asada, & Sofritas

Served on fresh corn tortillas with choice of: chips & salsa, onions & cilantro, sour cream, pico de gallo, guacamole, lime, and lettuce

### Milk/White Chocolate Fountains

Dippables: Strawberries, Rice Crispy Treats, Pound Cake, Sea Salt Brownies, Marshmallows

## BEVERAGES:

Soda Bars  
Water Stations

## DÉCOR INCLUDED:

Coat Check Racks, Hangers, Tickets, Paper Bags, & Sharpie Pens  
Centerpieces: ETTT provide (10) hurricane vases  
House LED lights PURPLE unless client specifies

## RENTALS:

20 highboys with SLATE BLUE linens scattered throughout  
10-60" rounds (seating for 100) with SLATE BLUE linens.  
10-6' banquet tables with SLATE BLUE drape  
110 chairs (white unless otherwise specified)

## SPECIAL NOTES:

Client to have access to pier (students go outside with security present) 8:30-9:30p  
Photo Booths in Crossroads/Central  
Casino in Atrium