



EVENT INFORMATION SHEET

Please fill as much of this sheet out as possible so that I can provide an accurate price quote.

Note: This is NOT a binding agreement – your date is booked only after you have submitted a signed contract and deposit. Thank you for your consideration!

CLIENT INFORMATION

Name(s)		
Address		
City	State	Zip
Phone	Email	Preferred method of contact: <input type="checkbox"/> Phone <input type="checkbox"/> Email

EVENT INFORMATION

Date	Location	
Start Time	End Time	# of Attendees
Event Contact Name (if different from client)		Event Contact Title
Event Contact Phone		Event Contact Email

Type of Event:	<input type="checkbox"/> Wedding ceremony <input type="checkbox"/> Wedding ceremony plus cocktail hour/reception <input type="checkbox"/> Cocktail hour/reception only <input type="checkbox"/> Other _____
Is your event indoor or outdoor?	<input type="checkbox"/> Indoor <input type="checkbox"/> Outdoor <i>If outdoor: do you have a rain contingency plan?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
Preferred Instrumentation:	<input type="checkbox"/> Solo Harp <input type="checkbox"/> Harp & Cello <input type="checkbox"/> Harp & Flute <input type="checkbox"/> Undecided <input type="checkbox"/> Harp & Violin
Special requests or questions:	