

# exquisite | valet



Exquisite Valet  
 117 E. Juneau Street  
 Broken Arrow, OK 74012  
 (918) 481-2070

## Contract

DATE	December 21, 2012
CONTRACT #	KL-001

I, Kristen Lee, confirm that the information below is correct. I agree to pay \$450.00 to Exquisite Valet, \$150.00 of which serves as a non-refundable deposit, to secure the services of Exquisite Valet for the scheduled event. The remaining balance of \$300.00 is to be paid in full by July 13, 2013, one week prior to the event date of July 20, 2013. Exquisite Valet agrees to provide valet parking services for \$450.00 on July 20, 2013 from 5:00pm until the event is over.

CLIENT INFORMATION	EVENT INFORMATION
Kristen Lee (918) 606-9446 kristen@brooksidestudios.com	<b>Date:</b> July 20, 2013 <b>Location:</b> Dresser Mansion <b>Address:</b> 235 W. 18 <sup>th</sup> St. <b>Start Time:</b> 6:00pm <b>Setup Time:</b> 5:00pm <b>Guests:</b> 125

VENUE TYPE	SURFACE	MISC.
<input type="checkbox"/> Banquet Facility <input type="checkbox"/> Wedding Chapel <input type="checkbox"/> Individual's Home <input type="checkbox"/> Church <input type="checkbox"/> Other	<input type="checkbox"/> Blacktop <input type="checkbox"/> Concrete <input type="checkbox"/> Gravel <input type="checkbox"/> Grass <input type="checkbox"/> Other	<input type="checkbox"/> Sprinkler Heads <input type="checkbox"/> Landscaping <input type="checkbox"/> Lighting <input type="checkbox"/> Trees <input type="checkbox"/> Other

**Additional Info:**

DATE	SERVICE	ACTIVITY	AMOUNT
07/20/13	<b>Valet</b>	4 valet attendants including lead coordinator	\$500.00
07/20/13	<b>Discount</b>	\$50.00 discount given	(\$50.00)
<b>TOTAL DUE</b>			<b>\$450.00</b>

Please Read:

*Exquisite Valet carries both vehicle coverage as well as liability insurance and is in no way liable for any damage done prior to or after leaving the event location. We ask that all possessions that are to be left in any vehicle be tucked away as a simple precaution. Any damage done and/or found while in the possession of Exquisite Valet is to be reported to the lead coordinator immediately. Exquisite Valet reserves the right to refund monies and refuse service due to unforeseen inclement weather.*

Client Signature \_\_\_\_\_ Date \_\_\_\_\_

Thank you for your business!

www.exquisite-valet.com