

WEDDING MUSIC CHARLESTON PAYMENT INFORMATION

Thank you for allowing Wedding Music Charleston to be a part of your event!

We will need a signed contract and a 50% deposit to secure the date for you.

We can meet to sign the contract and you may make the deposit in cash.

You can also mail a check or can make the deposit via PayPal if it is more convenient or you.

We offer a 5% credit for each payment you make in cash.

Checks- Make any checks to:

Renate Peifer- 107 Lisa Dr. Summerville SC 29485.

Paypal- Use renatejr@yahoo.com email address.

There is a 3% processing fee for using PayPal. (Charged by them unless you use "Send money to friends and family" option on Paypal)

Enter the date of the event in the memo line for accuracy.

NOTE: Please be sure to alert me when payments are made or mailed.

This allows me to make sure it arrives as expected.

USPS and PayPal are not entirely infallible.

Contract details must be filled in by me. Let me know the options you would like in the contract and the dates-ties etc. and I will complete the contract and email it to you.

You may digitally sign the contract in Adobe if you like.

You may also print, sign and scan it then send it in the mail with a check.

Please note that we use the **same contract for events of all kinds.**

Do not hesitate to let me know if you have concerns or questions about the contract, or if something in the contract does not apply to you, and we can address that for you immediately.

If you plan to pay the balance on the day of the event, the final payment must be paid in cash. Please make a note of this for event day to avoid any confusion. It is often busy and hectic after the reception so it is best to have a plan for handling all vendor balances.

If you do not wish to make the final payment in cash, you may pay the balance by check or by Paypal **a minimum of 3 days in advance.**

This is to assure that the funds are available on event day to cover any expenses or assistance needed.

If the final balance is not paid by the end of the event there may be a \$50 fee added for late processing.

Choosing your music for the event

The form we use for your **music selections** and event details is on the **tips/forms page of our website** (there is a link below)

<http://weddingmusiccharleston.com/tips-forms-documents.html>

This form will be **due 2 weeks prior to your event,** and we will review it the week prior to your event to be sure the details are fresh and finalized.

Please take the time to visit our website to look over **forms and documents** that we use, including song lists, a sample timeline and other helpful tools. This is a wealth of information that will help you with planning and preparation. I am always happy to answer questions via phone or email as well. We get amazing reviews because we care about the success of your event!

Again, **please do not hesitate** to let me know if you have **ANY questions or concerns** at all so I can address them for you. I am always happy to help!

I look forward to working with you!

Michael Peifer, Owner

Wedding Music Charleston

www.weddingmusiccharleston.com

843-442-2525



