

Storyline Ceremonies - Concise Reception MC Service Contract

*To be treated as a summary of the Service Agreement with Terms and Conditions provided by
Storyline Ceremonies.*

Your Responsibilities, with “We” referring to those hiring me!

1. We will pay fees on time and we understand that if we do not, Ben cannot guarantee his involvement in our reception.
2. If we or our guests break any of Ben’s equipment, we will be required to pay for replacements.
3. We will let Ben know if any important details about the reception changes.
4. We will follow state and federal laws and advice regarding natural disasters or pandemics that may affect the reception, up to and including cancelling the reception.
5. If plans change and we want a refund, we acknowledge that a full refund is not always possible depending on how soon the reception is. The further out from the reception, the more likely for a full refund!
6. We will share any photos taken during the reception that we are comfortable with Ben using and leave him a review after the reception!

What about Ben’s responsibilities?

1. Ben will be the best MC he can possibly be, including by arriving between 30 minutes to an hour prior to the reception commencing, performing the script as agreed upon, remaining for the agreed upon duration of the reception to mingle with guests and inform them of updates on food and the bar, helping wrangle guests for photos with you both, and running the reception in a safe and professional manner.
2. Ben will provide his PA system for use if required, and can operate music through it.
3. Ben will provide your guests with two disposable Kodak cameras to use as they’d like and take photos on his own Kodak camera, and develop all three rolls of film after the reception and send through the digital copies once developed.
4. Ben will provide you and your guests with access to his rotary-phone-shaped audio guestbook, allowing anyone to leave messages and well-wishes over the course of the night. Ben will then send you these audio files after the reception.
5. Ben will be available to help organise your reception to your liking via in-person catchups, phone, email, and social media.
6. Ben will write your personalised reception run order script to your liking, and drafts of the script will be sent to you for approval if requested. Ben can also provide consultation to any speech-givers, helping them write or perform their speeches.
7. Ben will supply you with a tax invoice for the reception MC fee and any other fees agreed upon. Ben will clearly lay out other optional services and their costs (such as travel costs), ensuring you are aware of costs before invoicing you.
8. Ben will follow state and federal laws and advice regarding natural disasters or pandemics that may affect the reception, up to and including cancelling the reception.
9. Ben will touch base with you on the day to check all is going according to plan.