



## BEST FLIP BOOK SERVICE CONTRACT

The following contract and its terms will set forth an agreement between D.C. Berridge, LLC (Provider) and \_\_\_\_\_(Client), the parties, for flip book services for an event taking place at (Location)\_\_\_\_\_ (Client's Event). This written contract sets forth the full, written intention of both parties and supersedes all other written and/or oral agreements between the parties.

### SERVICE PERIOD

The Service Period will begin at (time) \_\_\_\_\_on (date)\_\_\_\_\_, and will terminate at (time)\_\_\_\_\_, on (date)\_\_\_\_\_. Pursuant to the responsibilities of the Client, Provider agrees to have a flip book station operational for a minimum of 90% during this period; occasionally, operations may need to be interrupted for maintenance of the flip book station.

### PAYMENT

A non-refundable deposit in the amount of 50% of the total cost is due upon signing of this contract. The remaining amount is due 30 days in advance of Client's Event. If paying by credit card, Client agrees to have Provider charge Client's credit card for payment of services. Client is liable for any overage in time at the cost of \$100/hr, which will be billed in half hour increments. Client agrees that in addition to any and all other legal rights and remedies Provider may have, Client will pay a \$50.00 fee for any and all returned checks which Client may write to Provider as payment for services.

### ACCESS, SPACE & POWER FOR FLIPBOOK STATION

Client will arrange for an appropriate space for the flip book station at Client's venue. Space must be level & solid. Flip book station may be placed in an exterior location, provided it is protected from weather. Client is responsible for providing power to the station (110V, 10 amps, 3 prong outlet). Station requires a 6' x 6' space.

### CHANGES & CANCELLATIONS

Any request for a date, time or location change must be made in writing at least thirty days in advance of the original event date. Change is subject to flip book station availability and receipt of a new Service Contract. If there is no availability for the alternate date, time or location, the deposit shall be forfeited and event canceled. Any cancellation occurring less than thirty days prior to the event date shall forfeit all payments received.

### DAMAGE TO PROVIDER'S EQUIPMENT

Client acknowledges that it shall be responsible for any damage or loss to the Provider's Equipment caused by any misuse of the Provider's Equipment by Client or Client's Guests.

### PARKING

Client shall provide parking for Provider's vehicle while at Client's Event.

Client Initials\_\_\_\_\_

INDEMNIFICATION

Client will indemnify Provider against any and all liability associated with the use of images taken within the flip book station at Client's event. This protection shall survive the term of this contract on into the future.

RELEASES

Provider is not responsible for obtaining model, property, or other releases in connection with any of the photographs taken at Client's Event. Client claims all responsibility to obtaining such releases prior to publication of any photographs taken at Client's Event.

MISCELLANEOUS TERMS

If any provision of these terms shall be unlawful, void, or for any reason unenforceable under California Contract Law, then that provision, or portion thereof, shall be deemed severable from the rest of this contract and shall not affect the validity and enforceability of any remaining provisions, or portions thereof. This is the entire agreement between Provider and Client relating to the subject matter herein and shall not be modified except in writing, signed by both parties. In the event of a conflict between parties, Client agrees to have any and all matters heard before a court of law in Los Angeles, California unless Provider agrees to the contrary in writing signed by both parties. The prevailing party shall be entitled to reimbursement of fees, costs, and expenses incurred in connection with the arbitration, including, but not limited to, attorneys' fees. All decisions of the arbitrator shall be final, binding and conclusive on all parties. Judgment may be entered upon any such decision in accordance with the applicable law in any court having jurisdiction thereof. In the event Provider is unable to supply a working flip book station for at least 90% of the Service Period, Client shall be refunded a prorated amount based on the amount of service received. If no service is received, Provider's maximum liability will be the return of all payments received from Client. Provider is not responsible for any consequential damages or lost opportunities upon breach of this agreement.

ALL SALES ARE FINAL

Client understands and agrees that all sales and service fees are final.

\_\_\_\_\_  
Signed "Client" \_\_\_\_\_  
Date

CLIENT INFORMATION

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

BILLING INFORMATION

We accept payment by: Visa MasterCard American Express  
Credit Card number: \_\_\_\_\_  
Expiration date: \_\_\_\_\_ Security code on back of card: \_\_\_\_\_  
Name on card: \_\_\_\_\_  
Billing Address (if different than Client info): \_\_\_\_\_

Client Initials \_\_\_\_\_

PLEASE INDICATE PACKAGE, OPTIONS & ADDITIONAL CHARGES:

**Flip Book Basic**

Color \$2,500 per station  
Black & White \$2,250 per station

Number of Stations: \_\_\_\_\_

Flip Book Basic Package Includes:

- Up to 4 hours service
- 200 flip books
- 2 On-site technicians
- Setup and breakdown of station
- Free delivery\*
- Confidentiality agreement
- Best Flip Book signature flip book cover

**Flip Book Deluxe**

Color \$3,250 per station  
Black & White \$3,000 per station

Number of Stations \_\_\_\_\_

Flip Book Deluxe Package Includes:

- Up to 4 hours service
- 200 flip books
- 2 On-site technicians
- Setup and breakdown of station
- Free delivery\*
- Confidentiality agreement
- A reprint of every book produced from the event for your enjoyment
- Custom flip book cover (from client supplied artwork)\*\*
- Custom Banner Backdrop (from client supplied artwork)

OPTIONS

Duplicate run of all books in B&W	\$399.00 per station
Duplicate run of all books in color	\$499.00 per station
Custom event banner (from client supplied artwork)	\$229.00 per station
Custom flip book cover (from client supplied artwork)	\$199.00 per station

ADDITIONAL CHARGES

\_\_\_\_\_ Additional Hours of Service @ \$100/hr. per half hour  
 \_\_\_\_\_ Additional technician(s) will be required for events larger than 200  
 guests @ \$200/technician  
 \_\_\_\_\_ Early Load-In or Late Load-Out \$50/hr. per half hour\*\*\*  
 \_\_\_\_\_ Delivery beyond 30 Round-Trip Miles @ \$1.50/mile

*\*We offer free delivery to locations within 30 miles Round-Trip of Los Angeles, CA. Beyond 30 Round-Trip miles, the delivery charge is \$1.50 per mile.*

*\*\*All Client supplied artwork must be received at least two weeks prior to the event day. Banners may be sent via email to [info@bestflipbook.com](mailto:info@bestflipbook.com)  
Specification for Event Banner: 1264x190 pixel (horizontal) RGB .JPG format*

*\*\*\*We generally arrive one hour prior to your service period to load-in and setup. If for some reason, you would like us to arrive earlier than normal, this is when this charge would apply. This same charge would apply to delayed load-outs as well.*

Client Initials\_\_\_\_\_

EVENT DETAILS

Client First Name: \_\_\_\_\_ Client Last Name: \_\_\_\_\_

Date of event: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Venue name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact name for day of event: \_\_\_\_\_

Contact phone for day of event (cell preferred): \_\_\_\_\_

Additional contact: \_\_\_\_\_

If applicable, Guest(s) of Honor names: \_\_\_\_\_

Does the rental package chosen include a duplicate run? Yes No

Will you be submitting banner artwork to appear on the prints? Yes No

Please indicate the print option you would prefer: Color B&W

Special instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How did you find out about Best Flip Book? \_\_\_\_\_

Please fax completed contract to 323.857.5353 (no cover letter is necessary.) To confirm the transmission was received, please send an email to [info@bestflipbook.com](mailto:info@bestflipbook.com) Thank you for your business!

Best Flipbook 314 N. Vista St. # 1 Los Angeles, CA 90036  
<http://www.bestflipbook.com> Ph 888.635.4726 F 323.857.5353

Client Initials \_\_\_\_\_