

Tom's Country Place
3442 Stoney Ridge Road Avon, Ohio 44011 (440) 934-4553
Djs, Bands &/or Entertainment

This is information for your contracted entertainment.

We hope that your event here at Tom's Country Place is an enjoyable event and experience. We will do everything to extend every professional courtesy to you. To avoid any miscommunication we have come up with the following.

1. Please notify us in advance of your arrival if you need a table. 1-8' covered banquet table will be made available to you. (It will not be skirted)
2. You may set up anytime prior to your event on the day of the event. Please call ahead if you are going to be more than 2 hours prior to your event.
3. You are to tear down and load out immediately following your scheduled end time. Please be as efficient as possible when loading out, however please take care not to damage any walls or doors, you may prop doors to load in or out. Tom's is not responsible for any items you leave behind. If we find it, we will hold it until claimed by someone. We will not verify ownership of any items that are not ours.
4. Electric is provided throughout the facility whether you are in the Oak Room, Gold Room or West Room. Please DO NOT tape anything to the walls. Your set up shall be in a way that it does not place anything in front of service entrances or doorways and all cords shall be placed in a way where they do not cause a trip hazard. Please use approved Gaffer's Tape and not Duct Tape to the floors. DO NOT TAPE ANYTHING TO THE WALLS.
5. Please meet with your room manager to go over where the lights are at, meal times, procedures for dinner.
6. Tom's is a NON-SMOKING facility as well as a NO DRINKING on the Dance Floor Policy. Please make a general announcement before dinner as to our Smoking policies and Dance floor policies. For everyone's safety, No drinks on the dancefloor and please do not encourage dancing on Tables or Chairs.
7. As a professional, we expect you to conduct yourself in such a manner that represents us as well as you. You have the microphone, we entrust you can handle a room and know what is socially acceptable.
8. You are responsible to check with the other entertainment in the other rooms as to your wireless microphone frequency. Your wireless microphones should not be on the same frequencies, if they are, you are to either change them, or arrange times to use them. We have a wireless system in house that can be turned on in each room. We ask that if your client uses the wireless system because you do not have one or you are on the same frequency as another DJ, you are responsible for the return of the Microphone. Please see a member of management for the microphone. There may be a security deposit.
9. You are to supply us a copy of your Business Liability Insurance. Industry Standards dictate a 2 million dollar liability.
10. No Fog Machines, Hazers or Bubble Machines are permitted within the hall.
11. If your group is the only party using the hall, you may use Sub-woofers within reason. If there is another party in the adjoining hall, you will be asked to turn your Subs off. We do not tolerate abuse of this policy. We only ask that you understand if we ask you to turn it off, you comply. We will not accept any excuses when it comes to this request. Due to prior problems, we will not make a second request.
12. We request to have this form on file for each event you perform at Tom's Country Place.

Entertainment Company & Ownership (Print Please)

Entertainment Company (Signature)

Entertainment Company Phone

Date Signed

Assigned DJ (Print Name)

Assigned DJ (Signature)

Client's Name

Date of Event