



## CLIENT'S MEMORANDUM CONFIRMING OUR VERBAL AGREEMENT

**Agreement Number:** AA372/JE

**Date:** 31/10/2005

This memorandum shall constitute a formal agreement between "The Client" and Piano Plus. Under the terms of this agreement, Piano Plus agrees to the following conditions:

**The Client:** Kravell and Lomas Ltd

**The Artist(s):** Pianist – Nicholas Durcan

**Event Date:** Tuesday 27<sup>th</sup> and Thursday 29<sup>th</sup> December 2005

**Venue:** 12/F, Directors' Suite, Atlantic House, 12 Wells Road, London EC1A 2FG

**Event Contact and Number:** Paul Stevens, client (Landline No: 020 3728 3827)

**Latest Arrival Time:** 18.15 hours, ready for 18.45 hours

**Performance Times:** 18.45-21.00 hours, including breaks as necessary

**Dress:** Formal

**The Artist to provide:** All necessary equipment

**"The Client" to provide:** Light refreshments with soft drinks; well-tuned piano and stool; somewhere to stow belongings, etc

**Performance Details:** To play cocktail music for background during reception

**Fee:** £200

**Other Expenses:** None

**Please send us a non-refundable deposit of £40 (20% of the total booking fee) within 14 days.**

Please sign below confirming you have received and read our General Conditions.

Signed for/by: PIANO PLUS ..... Date: .....

Signed for/by: CLIENT ..... Date: .....

**PLEASE RETURN ONE COPY TO PIANO PLUS WITH YOUR DEPOSIT CHEQUE AND KEEP THE OTHER FOR YOUR RECORDS**