Emcee and Anchor Booking Agreement

Between the anchor and the client named below. Effective on the date of the last signature.

Anchor

FULL NAME

EMAIL

PHONE

ADDRESS

Client

FULL NAME

EMAIL

PHONE

EVENT

DATE

GUESTS

VENUE

HOURS

LANGUAGES

REHEARSALS INCLUDED

SCRIPT BY

FEE (₹)

ADVANCE (₹)

BALANCE DUE ON

Terms

1. The client shares the run-of-show, names and pronunciations at least 3 days before.
2. The anchor will keep content suitable for the audience and avoid political or religious commentary unless asked.
3. Extra hours beyond the booking are charged at the agreed hourly rate.
4. The client may use video clips of the anchor's hosting for its own social media.

Cancellation

- If the client cancels more than 60 days before the event, the advance is refunded less 10%. Between 30 and 60 days, 50% of the advance is kept. Within 30 days, the advance is not refunded.
- If the provider cancels, it refunds everything paid within 7 days and helps find a replacement.
- Neither party is liable for cancellation caused by events beyond its control, such as government orders,

natural disasters or epidemics; payments are then refunded less costs actually incurred.

General terms

- Governing law. This document is governed by the laws of India.
- Entire agreement. This document is the whole agreement between the parties on its subject and replaces earlier discussions.
- Amendments. Changes are valid only in writing signed by both parties.
- Severability. If a clause is unenforceable, the rest of the document still applies.
- Notices. Notices may be sent to the email addresses given above and take effect on delivery.
- Electronic signatures. The parties agree to sign electronically; electronic signatures and records are valid under the Information Technology Act, 2000.

Client

SIGNATURE

PRINTED NAME

DATE

Anchor

SIGNATURE

PRINTED NAME

DATE