



424-744-2170  
BarTimeEvent@gmail.com

## **BARTIME CORPORATE AGREEMENT**

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Thank You For Your Order!

### **When your BarTime Staff arrives**

Please give them a timeline of the event and outline of what will be expected of them through each phase of the party. All staff will be billed at a five hour minimum.

### **Breaks**

California State law requires a 10 minute paid rest break for each 4 hours worked and a 30 minute unpaid meal break after 6 hours worked. A half-hour meal period must be provided for every work period of more than five hours, unless six hours of work will complete the day's work and the employee voluntarily elects to forego the meal period. BarTime leads and captains can manage breaks for our staff on your behalf without any interruption to your event.

**Overtime** rates apply after 8 hours at 1.5 times the standard rate, double time after 12 hours.

### **Cancellations**

If you cancel all or part of your order within 72 hours of the event call time, you will be charged the 5-hour minimum for each staff member ordered.

### **Payment terms**

All invoices are due and payable in full 7 days after the event date unless otherwise arranged. Any invoices left unpaid will be charged to your credit card.

**Deposits** when applicable are due 14 days prior to the event date.

### **Placement Fees**

BarTime incurs substantial expenses in the recruitment, screening and training of employees. Therefore, the client agrees to refrain from soliciting to hire or hiring any BarTime employee directly for a period of 90 days from the date of the employee's last assignment with BarTime. If the client wishes to hire a BarTime employee before the 90 day period, the client agrees to pay BarTime a non-refundable placement fee in the amount of \$3,000 dollars.

### **Liability Waiver**

Client is required to carry appropriate liability insurance. BarTime assumes no liability for loss, damage or incidental breakage of any items caused by its employees in the execution of their duties. The client further agrees that if any BarTime employee operates a vehicle owned or leased by the client in the course of their assignment, client accepts and bears full responsibility for any and all claims, demands or losses, including claims for bodily injury (including death) or property damage.

**You and we agree to submit any dispute arising under this agreement, except a dispute alleging criminal violations or seeking punitive damages or damages for mental anguish, to arbitration in accordance with the rules of the Better Business Bureau (Binding). A volunteer arbitrator will render a decision based upon fairness, not necessarily upon legal principles, but it will be final and binding on both of us. Judgment on the decision may be entered in any court having jurisdiction. You will not have to pay anything for the arbitration.**

**This Agreement to Arbitrate affects important legal rights. Neither of us will be able to go to court for disputes once we agree in advance to arbitrate. And neither of us will be committed by the terms of this agreement to arbitrate unless this clause is initiated or unless your signature on this contract as a whole immediately follows this clause. Further information about BBB arbitration may be obtained by calling Better Business Bureau in Colton at (909) 825 0490.**

I understand and agree to the terms stated above.

\_\_\_\_\_  
signature

\_\_\_\_\_  
date



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## **CLIENT AGREEMENT ADDENDUM**

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CLIENT'S NAME: \_\_\_\_\_

CLIENT'S ADDRESS: \_\_\_\_\_

\_\_\_\_\_

DATE & TIME OF EVENT: \_\_\_\_\_

TYPE OF EVENT: \_\_\_\_\_

HOW MANY STAFF: \_\_\_\_\_

TYPE OF STAFF: \_\_\_\_\_

\_\_\_\_\_

BASE PRICE (5 HOUR MINIMUM) \_\_\_\_\_

PRICE PER STAFF: \_\_\_\_\_

PRICE PER STAFF: \_\_\_\_\_

PRICE PER STAFF: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LABOR: All staff are billed from the time they arrive till the time they leave.**



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## CLIENT AGREEMENT ADDENDUM

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### **California State Labor Law:**

BarTime abides by the California State Labor Laws, which states that any hours worked over 8 hours, the employee (staff) is entitled to three 10-minute breaks. Any hours worked over 8 hours the employee is entitled to time and a half and any hours worked over 12 hours the employee is entitled to double time. This law is the responsibility of the client as well as BarTime the event company.

### **Disputes:**

You and I agree to submit any dispute arising under this agreement, except a dispute alleging criminal violations or seeking punitive damages or damages for mental anguish, to arbitration in accordance with the rules of the Better Business Bureau (Binding). A volunteer arbitrator will render a decision based upon fairness, not necessarily upon legal principles, but it will be final and binding on both of us. Judgment on the decision may be entered in any court having jurisdiction. You will not have to pay for the arbitration.

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CLIENT SIGNATURE \_\_\_\_\_

DARRYL CALLOWAY \_\_\_\_\_



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## **BARTIME PRICING**

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**Bartenders:** \$140.00 1st 5 Hours / \$28.00 Every Additional Hour 5 Hour Minimum.

**Wait Staff:** \$27.00 For 5-Hour Minimum.

**Catering or Industry Clients:** \$24 to \$21 per hour depending on amount of use.

**Captains:** \$35.00 per hour.

**Weddings:** All staff are for a 8-Hour minimum.

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DARRYL CALLOWAY \_\_\_\_\_

CLIENT \_\_\_\_\_



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## **STAFF ORDER FORM**

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Please fill out completely.

CLIENT NAME: \_\_\_\_\_

CLIENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CLIENT PHONE: \_\_\_\_\_

STAFF REQUEST: \_\_\_\_\_

\_\_\_\_\_

UNIFORM: \_\_\_\_\_

CONTACT NUMBER ON DAY OF EVENT: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_

EVENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

EVENT TIME: \_\_\_\_\_

CLIENT HOURLY RATE \$: \_\_\_\_\_

CLIENT HOUR MIN: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

CLIENT NAME: \_\_\_\_\_

CLIENT SIGNATURE: \_\_\_\_\_



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## **CREDIT CARD AUTHORIZATION & PAYMENT FORM**

By signing below, I/We authorize Vixi, Adamo, Imbibo et Iuvo, Inc. dba BarTime:

To charge my/our American Express/VISA/Mastercard/Discover Card for purchases or services performed by **BarTime**. We further authorize BarTime to charge the card on behalf of the client, if any additional items or services may need to be bought or used for the event. Client will be informed, before credit card is charged, if any additional services or items are needed.

Furthermore, we understand that in the event that there is a dispute between BarTime & the client, the client waives his/her rights to do an **arbitrary** charge back on their **credit card/check stoppage** & that the disagreement will be settled between the client and BarTime before any actions are taken by either party. If a charge back is required, it will be done after the dispute is settled. If monies should be refunded back to the client, BarTime will promptly return the monies to the client.

If a dispute does arise and cannot be settled between BarTime & Client, The Better Business Bureau of Southern California will settle the dispute. Furthermore, this agreement waives both BarTime's and the client's right to sue in the California Court System.

If no services or items are purchased but the client's card has been charged, BarTime will gladly give back monies that were not used, in **Money Order Form**. The only exception to this, is if BarTime has been retained by the client to plan an event for the client. All monies except for the **25% Coordinating Fee** will be promptly returned to the client if client cannot fulfill his/her obligations. Coordinating Fees are due up front and non-refundable.

If client needs to cancel, client may cancel no later than a week before the event in order to receive a 75% refund fee. If client cancels a week or less than a week before event, the client forfeits 50% of the monies. If client cancels 48 hours or less before event, client forfeits 100% of the monies.

**All payments / fees are due 24 hours before the event, unless otherwise agreed upon beforehand.**

All glasses or rentals lost or broken are the responsibility of the client/guest and will be charged to your credit card for reimbursement with your knowledge.



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**CREDIT CARD AUTHORIZATION & PAYMENT FORM**

Amount: \_\_\_\_\_

Date of Service: \_\_\_\_\_

Credit Card Holders Name: \_\_\_\_\_

Driver's License No.: \_\_\_\_\_ Expiration: \_\_\_\_\_

Address, City & Zip: \_\_\_\_\_

Card Holder Phone No.: \_\_\_\_\_

C.C.# \_\_\_\_\_ Expiration Date: \_\_\_\_\_

CID# \_\_\_\_\_

Check # \_\_\_\_\_

Amount Charged: \_\_\_\_\_

Additional Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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CLIENT SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

DATE: \_\_\_\_\_

DARRYL CALLOWAY \_\_\_\_\_