



Your Guide To Hiring A DJ

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Please use the Guide To Hiring A DJ as a universal tool when selecting entertainment for your special event. As always, we would be more than happy to schedule a consultation and go over any of these questions in person.

Company:	Meeting Date:
Web Address:	Email Address:
Contact Person:	Phone Number:

Company Information	
Does the company have a website? Is it easy to navigate and supply useful information?	
Is a rep from the company available to meet in person?	
How available is your contact person and what is their response time?	
Are they open about their rates and do they charge for travel and set-up?	
Hourly Rates, Deposit, and Additional Charges	
Grade Professionalism of Company (Scale 1-10)	

Company Interview Questions	
How long have you been in business?	
Describe why we should use you over your competitors?	
Who will be my entertainer for my event and how often can we meet?	
Are you available to meet in person?	
How available are you for questions and what type of response time should we expect?	
Are we limited on our music selection?	
In case of emergency, do you have a back-up?	
What happens in the event that we change or cancel our event?	
Can you provide references and referrals from previous events?	
Grade Professionalism of Interviewee (Scale 1-10)	

Notes on Interview: