



PMC handles 1000's of events across the country every year. We are confident in our ability to provide unparalleled parking services for events ranging from private parties to massive public events with thousands of attendees.

Our customers expect the same courteous and professional service time and time again that is sure to leave a lasting impression on their guests. To obtain this goal, we provide every special event with a seasoned site manager to oversee the event.

The site manager will meet with all first-time clients, or clients with new locations, prior to the event to fully understand the scope of work and provide a face-to-face dialogue. We ensure 24-7 access to our event management team in case of last-minute changes, bookings, or other needs.



## Valet Services

(minimum of 3 hours)

50 to 150 people - \$125 hr

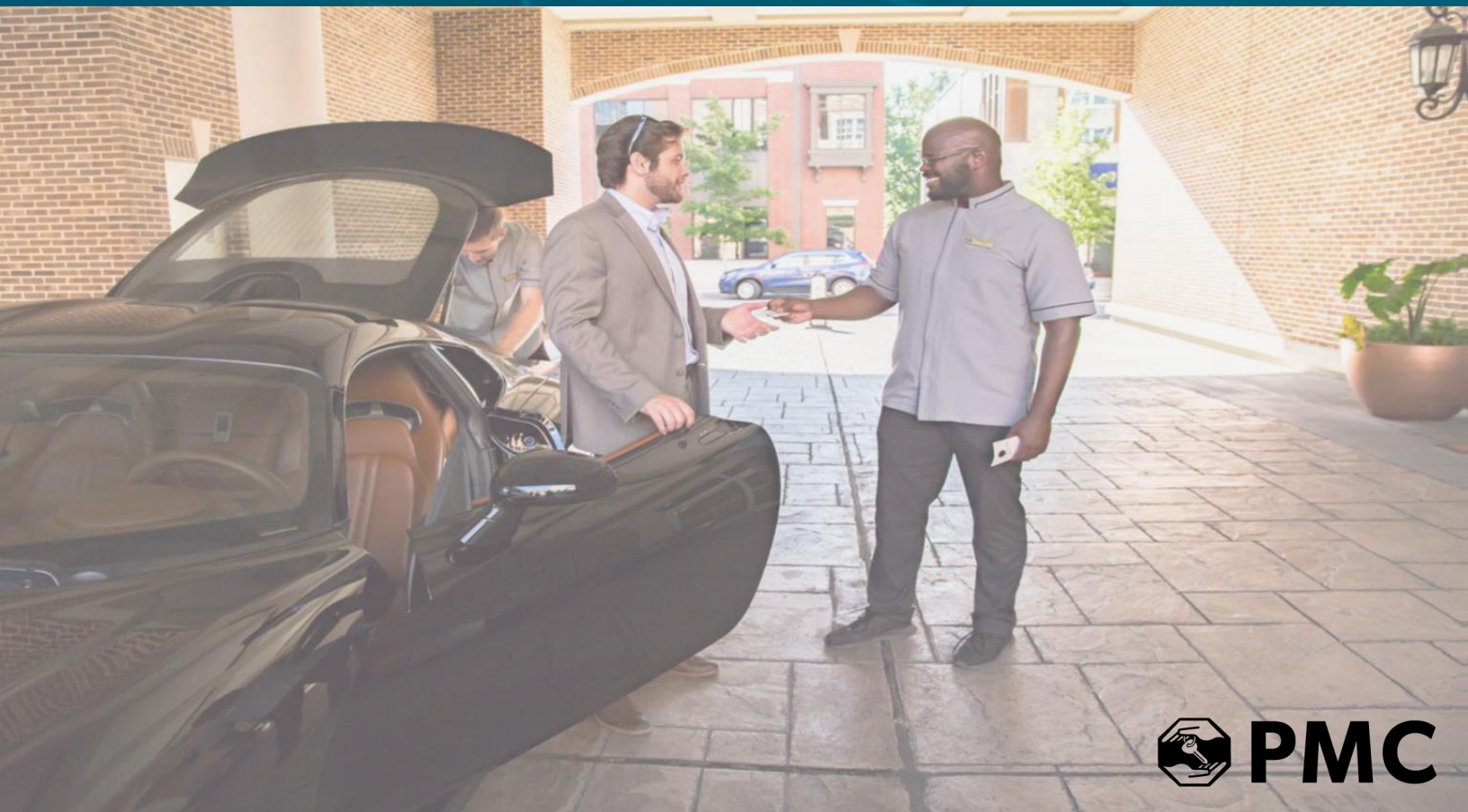
150-250 people - \$175 hr

250-350 people - \$225 hr



TO ARRANGE VALET SERVICES, PLEASE CONTACT

MURPHY SHIMON, 505-909-1532, MURPHYSHIMON@PARKINGMGT.COM)





# PMC

## ***Private Event Confirmation Agreement***

This agreement shall serve as a contract between Parking Management Company, (PMC) and the Client listed below. The terms of the agreement shall be as they are listed below. The Client shall review this agreement for accuracy, sign the agreement and return it to The Estuary at The Water Campus. Any changes to this agreement are to be considered proposals for addition to the contract. Please understand that the event will be considered TENTATIVE until the signed agreement is returned to PMC, and PMC is under no duty to perform unless and until the agreement is signed and received. All private events must be canceled no later than 24 hours prior to the date scheduled. Both PMC and Client acknowledges that the timing of this agreement is of the essence, specifically, including, but not limited to payment and performance.

### **Event Information**

**Contact Name:** \_\_\_\_\_ **Contact Phone:** \_\_\_\_\_

**Contact Billing Address:** \_\_\_\_\_

**Contact Email:** \_\_\_\_\_ **Valet Arrive Date (Date of Event):** \_\_\_\_\_

**Valet Arrive Time:** \_\_\_\_\_ **Valet End Time:** \_\_\_\_\_

**Event Address:** *The Estuary at the Water Campus  
1110 S. River Road, Baton Rouge, LA 70802*

**Number of Guest:** \_\_\_\_\_ **Estimated Number of Cars to Valet:** \_\_\_\_\_

**Please List any Special Instructions: If any:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All supplies and insurance for valet services are covered in the quoted cost unless otherwise noted. PMC carries garage and garage keeper's liability insurance that covers all automobiles we control. In addition, PMC carries Workers' Compensation on all of its valets.

Client understands and agrees that PMC shall only be held responsible for damage or liability arising as a direct result of its negligence. Client agrees to hold PMC harmless for any and all personal property left in cars, for stolen vehicles, for unforeseeable or supervening acts, omissions or events. Client agrees that all claims for damage must be made before the vehicle leaves possession of PMC, its valets, employees or agents.

Client agrees that this agreement is made based upon an approximate number of hours required to perform the job. Should any additional hours or laborers be required to perform the job during the event, Client agrees to compensate PMC for those additional services, according to the quoted rate. In addition, the Client agrees to be invoiced for these additional charges at the address provided, above. All invoices shall be due upon receipt and finance charges will accrue from the invoice date should the invoice be unpaid after 30 days. Finance charges shall be 1.5% per month. Should Client fail to pay or perform under this agreement, Client shall be additionally responsible for any and all collection cost, reasonable attorney's fees and agrees to be served with process through personal or constructive notice at the above address.

If you have any questions do not hesitate to contact our office 615-352-0415. Thank you for your business, we look forward to working with you. Please review, sign and return at your earliest convenience.

**Client:** \_\_\_\_\_ **Date:** \_\_\_\_\_