



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.

If needed, PMC's 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 needed to make the event a success. We look forward to working with you!



TO ARRANGE VALET SERVICES, PLEASE CONTACT
BRIAN STEWARD AT 225.205.5730 OR BY EMAIL AT: bsteward@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: _____ **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: _____

Indemnification: Both parties agree to hold the other harmless and defend each other from and against all claims, suits, proceedings at law or in equity, and any and all other claims, liabilities, losses, costs, damages, or expenses, including reasonable attorney's fees, arising out of or in connections with any claim resulting from their own acts or omissions and for the consequences of their own officers, agents, employees, and subcontractors, whether those acts or omissions are the sole, joint, or concurring cause of any claims, demands, losses, damages, causes of action, or other liabilities.

All supplies and insurance for valet services are covered in the quoted cost unless otherwise noted. PMC carries garage keeper's legal liability insurance that covers all automobiles under our care. In addition, PMC carries Workers' Compensation for 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 charged via credit card prior to the event. In the event payment isn't collected prior to starting, PMC will void the contract.

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:** _____

PMC: _____ **Date:** _____