

Payment Terms for Entertainment Services

Date: [Insert Date]

Client Name: [Insert Client Name]

Client Address: [Insert Client Address]

Dear [Client Name],

Thank you for choosing [Your Company Name] for your entertainment needs. We are excited to provide our services for your upcoming event. Below, please find our payment terms:

Payment Terms

- **Deposit:** A non-refundable deposit of [insert percentage] is required to secure your booking.
- **Final Payment:** The remaining balance is due [insert days] days prior to the event date.
- **Payment Methods:** Payments can be made via [list accepted payment methods].
- **Late Fees:** A late fee of [insert amount or percentage] will apply if payment is not received by the due date.

If you have any questions regarding these terms or need to discuss further, please feel free to reach out.

Thank you for your attention to these details.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]