



[www.GlobalHistoryBuff.com](http://www.GlobalHistoryBuff.com)

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## Service Contract of Agreement

**IMPORTANT:** For some inexplicable reason, these forms occasionally go missing in cyberspace. If you do not receive a contract in return within **TWO BUSINESS DAYS** (or otherwise receive some kind of personal confirmation from me directly) please follow up. It is possible your form got Lost in Space!

**NOTE:** Use this form **ONLY** if you have already been in touch with us and know that a performer is available for your event. **If you have *not* had previous contact with us, and need info about availability and price, please go [HERE](#) instead.**

Agreement made between \_\_\_\_\_  
(heretofore known as "Client") and *David Wiedenkeller of Global History Buff of Racine, WI*

Event/Occasion: \_\_\_\_\_ Date of Event: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Phone number/contact at Event: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Amount: \$

*Note: Payment due in full at or before performance*

*Non-Refundable deposit of 50% due upon booking. Final Payment due ten days prior to event **OR** credit card number provided as collateral to guarantee deposit, full or final payment. (note: Job is not considered "booked" until payment and/or contract is received. To assure your entertainment, please pay promptly. Fees paid by credit card or Pay Pal are subject to an 8.625% surcharge).*

## Global History Buff Standard Service Contract Agreement

Global History Buff agrees to reserve this date and to provide the historical character, as discussed with client and outlined in this contract, under the described conditions and charges. Client stipulates that when personal information about the guest of honor is being used by Character (i.e. in a roast) it shall be left to the Character's sole discretion as to which portions of that information will be employed in the context of his/her act. Global History Buff is not liable for anything more than a return of monies paid to Global History Buff to date should the historical character fail to appear due to illness, accident or emergencies beyond their/our control, and if we cannot find a suitable substitute.

Should Client, for any reason, decide not to proceed with this engagement, Client shall be liable to Global History Buff for all expenditures incurred by Global History Buff, herewith, including the "hold this date" fee paid, any prepaid travel expenses (i.e. car or airfare) paid by Global History Buff, and/or specially made or purchased costumes, props, etc. as set out in this contract. Client understands that by setting aside a day and time for their event, a character will likely turn down other paying jobs for that same time, hence the non-refundable fee. If order is cancelled two weeks or fewer to engagement, payment is due IN FULL to Global History Buff. Returned check fee is \$35. Fees paid by credit card via PayPal are subject to 8.625% surcharge.

Client understands that characters are subcontracted from Global History Buff on an event-by-event basis. Client agrees to hold Global History Buff harmless for any damage or injury caused by characters while they are on Client's premise or at Client's event. Client agrees not to seek compensation, damages or legal remedy from Global History Buff or David Wiedenkeller; and agrees to hold Global History Buff and David Wiedenkeller harmless in such circumstance. Client agrees to lock up or restrain any pets which might be in the residence, so they will not interfere with character or performance. Client further agrees to prevent guests from making unwanted physical contact with and/or harassing the characters in any way. Should the character feel in any way threatened by a guest or guests, or audience member, and if a warning to cease and desist, such behavior is not immediately heeded, he may leave the premises, and the contract considered executed in full.

It is the client's sole responsibility for ensuring there is an adequate sound system at the venue, if needed by character, unless otherwise specified in the contract. Client agrees to provide or assure sufficient space for character(s) to perform, and further agrees to assure that the venue is appropriately lit, heated/air-conditioned, ventilated; and that staging, if applicable, is in safe and good order. Client agrees to insure the safety of the character(s) and character(s) equipment and personal possessions while at the venue. Client agrees to assure a suitable private and secure changing area will be provided to the character(s), if needed. Photos and videos may be taken of Character for client's own personal use however such images shall not be posted on any website (including YouTube, Facebook, MySpace et al) or used for any commercial purposes, including but not limited to advertising, business websites, etc. without the express written consent of Global History Buff, or unless otherwise stipulated in this contract.

Client understands that it is his/her responsibility to assure that the venue agrees to the contracted entertainment and that the guest of honor (if relevant) is present at the time agreed upon. Should the character be barred from entertaining by the premises/venue or if the guest of honor not be present (within reasonable waiting time of 15 minutes) Client stipulates that the contract has been executed in full on the part of Global History Buff, and agrees to payment in full.

If Character is delayed from performing by the Client, by the designated contact person at the event, or by a representative of the Client's venue (i.e. catering manager) for more than 15 minutes, and if the Character is able to wait, an additional pro-rated hourly surcharge shall apply, broken down into quarter hour increments. (For example, if a character is hired for one hour at \$500, and is kept waiting for 16 minutes, there will be an overtime charge of \$125. A half hour wait would then incur a fee of \$250.) If character arrives on time, ready to perform, and Client or Client's venue delays the performance to such an extent that it would cause Character to miss or be late for another scheduled job (either GLOBAL HISTORY BUFF's or that of another agent), Character may leave Client's party/venue and Client stipulates that Character and Global History Buff portion of the contract has been fully executed, and agrees to pay in full. Characters shall do their



## Client Information Worksheet

Full name of person in whose name contract will be: \_\_\_\_\_

Full email address of above person: \_\_\_\_\_

Email where contract should be sent, *if different*: \_\_\_\_\_

Occasion: \_\_\_\_\_

Type of event: \_\_\_\_\_

Guest of honor: (for whom/what is this event, if applicable?) \_\_\_\_\_  
(please include name of guest of honor/age, if relevant or corporate name if applicable)

Date: \_\_\_\_\_

Day of Week (please make sure it matches the date): \_\_\_\_\_

Time you would like the performer to begin (NOT time of event!): \_\_\_\_\_

Agreed upon length of performance (just to be sure there are no misunderstandings, discrepancies or unpleasant surprises): \_\_\_\_\_

Agreed upon amount (Please note, tipping is always welcome and appreciated, although not obligatory): \$ \_\_\_\_\_

Location of Event: (i.e. name of venue/ home of/ name of business, etc.) \_\_\_\_\_

Street Address of Event: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code of event location: \_\_\_\_\_

Contact person(s) at event and their contact numbers in case of emergency day of event: (i.e. DJ, maitre d', catering manager, secretary, or maybe you!) Please provide at least ONE land line number for the venue, as cell service is notoriously unreliable. \_\_\_\_\_

Your Street Address (or that of person whose name the contract will be in. If corporate job, provide business address.): \_\_\_\_\_

Your City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ (or that of person whose name the contract will be in):

Your Phone Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

What kind of sound system is available?

Global History Buff Standard Service Contract Agreement

Is there a private, secure room or office for the performer(s) to change, get into makeup and safely stow their belongings before/during their performance (if necessary)? In a word or two, briefly describe. Please note, in most cases, a public bathroom will NOT work. \_\_\_\_\_

If a microphone is needed, (i.e. for a singer or comic), is one available? Yes No Not Needed

It's always helpful for the performer to have a sense of the kind of space he/she is performing in. In a few words, please us know the kind of venue, how big the room is, and how much space will they have to perform? (i.e "home living room -- tight space" or "large private room in restaurant") \_\_\_\_\_

If you are booking any performer(s) where the surface of the floor might be an issue, please let us know what that surface will be, so they can properly accommodate it: \_\_\_\_\_

How would you like to pay:

Credit Card#: \_\_\_\_\_ exp \_\_\_/\_\_\_ 3-4 digit # \_\_\_\_\_ [ ] Pay w/Card [ ] Hold as Collateral only

Check one: [ ] Master Card [ ] Visa [ ] American Express (**Note: Fees paid by credit card or Pay Pal are subject to an 8.625% surcharge**)

Name on Card: [ ] same as above [ ] other \_\_\_\_\_

If other, signature: \_\_\_\_\_

Billing Address: [ ] same as above [ ] other \_\_\_\_\_

Approximate number of guests or audience members: \_\_\_\_\_

If you'd like to provide any additional info about your event, (i.e.driving directions, special instructions to the performer, details about the guest of honor, etc.) please do so here (**Note:** even though you might have mentioned a certain request or detail in a previous conversation with me (i.e. preferred songs or costume or other instructions), please reiterate it here. I speak to a lot of clients every day and David's memory" is **not** what it used to be!):

Is this a surprise for a guest of honor?

If this is a gift, how would you like to sign the message? Or whom shall we say this is from? (please write your message **exactly** as you'd like it to appear on the note.) \_\_\_\_\_

How did you hear about us? (Please cite the referring link or the **words** you entered in the search engine, if relevant. Thanks!) \_\_\_\_\_

**If you do not get a contract or otherwise hear from us within 2 business days, please call us!!  
It's possible that either your form or our contract was lost in cyberspace.**