

PERFORMING ARTIST AGREEMENT for LIBRARIES (Page 1 of 1)

This agreement for services is made between the "Artist," Autumn Morning Star, and the "Presenter," **J.Q. Public Memorial Library**. Both parties agree to terms and conditions described and listed below:

Date, time, place of the ONE [1] scheduled performances and contact name w/cell phone:

- **Friday, June 17, 2011, at 2:00 PM - Show will take place at 10 Library Street, P. O. Box 24, Coco, MS 30000**
- **Point of Contact: Mr. Reader / Cell phone number:** _____.

Please note: **A library attendant must be present to open the library 30-MINUTES before the show.** Artist will set-up and perform a sound check 30-MINUTES prior to the opening of the show. Artist needs privacy to set up in the hour preceding the first show. For multiple shows: Artist needs 15-minutes to re-set between shows. Seating should begin 5 to 10 minutes prior to each show.

Each engagement includes: Two performances of: "TITLE OF YOUR SHOW". Our presentation is created especially for library audiences. This fifty-five minute presentation includes a focus on: (BRIEF DESCRIPTION OF YOUR PRESENTATION) magic and audience participation. Artist brings all tables and necessary props. Artist also provides a small sound system free of charge.

Agreed honorarium: \$350.00, which includes all expenses.

The normal fee is \$1250 per show, but is reduced for your library with your agreement to the following:

1. This is to be an indoor performance and must be free and open to the public.
 2. The audience size is limited to approximately 300 attendees or less.
- Deposit is waived. The balance of \$350.00 is due the day of the show. A 10% late charge is assessed for late payments unless special arrangements have been made with the artist.

VERY IMPORTANT: Presenter agrees to provide the following for the performance:

- We will arrive THIRTY MINUTES prior to the show. An attendant MUST be present to open the library.
- We need the attendant's cell phone number so that we can contact them upon arrival.*
- Our load in is bulky and heavy. Please provide a loading space near the stage.
- We need an 8' deep X 10' wide performance space with Artist's back to the wall. A bit smaller is also do-able.
- The presentation area should be large enough to safely accommodate audience and performer.
- The presentation room should be climate controlled (Air conditioned/heated).
- The audience should be seated directly in front of the Artist, with no seating on the sides or behind artist.
- Presenter is responsible for setting up any chairs before the show [if applicable]. "Auditorium style" rows work best. Floor seating works just fine.
- Please plan time to allow artist 30-minutes to unload/assemble, 55 minutes to perform, and 30-minutes to disassemble/re-load show.
- Photos permitted. Short, 30-second video clips are allowed ONLY if performer gives permission prior to show.

The Presenter, in having a representative sign, acknowledges their authority to do so and hereby assumes liability for the full amount stated in this agreement, including any additional fees incurred for collection. If the Presenter cancels their plans for the show the Presenter is still liable for full amount of agreement, because presenter is reserving the artist's time as well as their performance. **Force majeure:** If an extraordinary event or circumstance beyond the control of either party prevents the fulfillment of this agreement, this above-described event will commence at mutually-agreed future time and date. Electronic signatures are accepted as original signatures.

Presenter: **J.Q. Public Memorial Library**

Representative: **Mr. Reader** / Signature _____ Date: _____

Address: **10 Library Street, P. O. Box 24, Coco, MS 30000** Phone: **555-333-7000**

***Library attendant's name and cell phone number:** _____

Artist: (**YOUR NAME HERE**) / (**YOUR**) Signature: _____ date: **June 19, 2016**

CONTACT: (**YOUR PHONE NUMBER**) / CELL: (**YOUR CELLPHONE**) E-mail: (**your.e-mail@whatever.com**)

Please read this agreement and **MAKE SURE YOUR ADDRESS AND PHONE ARE CORRECT.** [The address listed above is how we program our GPS!] If all is in order, please sign, scan, and return ASAP. You may also fax agreement to the above number. **If you need a W-9 tax form or an invoice, please let us know.** Please make checks payable to "**YOUR NAME**".