

Music Performance Contract

From: Jane Doe
16 Chilcott Place #1
Jamaica Plain, MA 02130
617/555-1111
jdoe@aol.com

To: Ann Smith, Executive
Director
Smithtown Concert
Association
1 Main St.
Smithtown, MA 02111
978/555-2222
asmith@SCA.org

This contract is intended to confirm the following agreements:

- Soprano Jane Doe, herein after referred to as “the Artist,” agrees to perform a concert for the Smithtown Concert Association, herein after referred to as “the Presenter,” at the 1st Congregational Church in Smithtown on Friday, November 10, 2006, at 8 P.M. The concert will consist of the attached programmed repertoire, subject to change by the artist. The concert will last approximately 90 minutes with one 15-minute intermission included.
- The Presenter agrees to pay the Artist \$500.00 for the concert, payable in U.S. dollars by Certified Check or Money Order, to be given to the Artist prior to the concert. If an invoice is required before payment, please state:
 Yes No
- The Presenter agrees to furnish one Concert Grand Piano, preferably a Steinway or best Concert Grand in the area, properly tuned and in top playing condition, for use at the performance.
- Rehearsal and sound check will be 2-4 P.M. the day of the performance.

PERSON TO NOTIFY ON ARRIVAL: _____
Business Phone

Address

- The Presenter agrees to provide the Artist with four comp tickets to be held at the box office.

- The Presenter agrees to allow the Artist to sell her CDs at intermission and immediately following the concert. The Presenter will provide a table and chair in the lobby for this purpose. The CD sales will be managed by the artist with no assistance from the Presenter.
- No recording of this engagement shall be made, reproduced or transmitted from the place of performance, in any manner or by any means whatsoever, in the absence of a specific written agreement with the Artist relating to and permitting such recording, reproduction or transmission. The Signatory Artist may enforce this prohibition in any court of competent jurisdiction.
- The Artist shall be under no liability for failure to appear or perform in the event such failure is caused by or due to the physical disability of the Artist, or acts or regulations of public authorities, labor difficulties, civil tumult, strike, epidemic, interruption or delay of transportation service, or any other cause beyond the control of the Artist.

Signed _____ Date _____
(Presenter's signature)

Signed _____ Date _____
(Artist's signature)

Artist's social security number or Federal ID number for payment and tax purposes: _____

Sample contract *(continued)*

■ **Suggestions for Moving Ahead** ■

1. List three venues in your area that might sponsor a performance for you. Think beyond the typical concert series (museum, historical home, library, etc.).
2. Describe one or two program ideas you think would interest these venues.
3. To prepare your booking calls, write your pitch statement, including the five essential elements.
4. Practice your calls with a colleague or mentor, and then go for it!