

Booking agreement

Event information

Name event: [Name event]

Date event: [Date event]

Venue information

Venue: [Name venue]

Venue address: [Street-name, Building number, Post code, Province, Country]

Capacity: [The number of people that fit in the venue]

Artist information

Artist: [Name artist]

Stage: [Name stage]

Settime: [Settime]

Production and Backline

Storage location: [Location where equipment is stored when not in use]

Merchandise: [Information about how inventory will be handled]

Riders: [Confirmation on the riders attached to the booking agreement]

Insurance: [Information about public liability insurance]

Fee

Performance fee: [Price with correct currency]

Travel fee: [Costs or agreement on travel arrangements]

Accommodation: [Costs or agreement on accommodation arrangements]

Payment: [Information about the payment handling]

Bank account: [Bank account and swift number]

Promotion

Online promotion: [Information about how the event or act will be promoted online]

Offline promotion: [Information about how the event or act will be promoted offline]

Digital Registration

Photos: [Information about how the event will be photographed]

Video: [Information about how the event will be filmed]

Livestream: [Information about how the event will be live-streamed]

Safety

Crowd safety: [Information about methods to eliminate safety risks]

Noise levels: [Information about noise management]

Signatures

Signed for and on behalf of [organizer name]

Signature:.....

Date...../...../.....

Name:.....

Signed for and on behalf of [artist name]

Signature:.....

Date...../...../.....

Name:.....