



**SUFFOLK**  
UNIVERSITY

Office of Student Activities and Service Learning  
41 Temple Street  
Boston, MA 02114  
phone (617) 573-8320  
fax (617) 305-1765  
email [getinvolved@suffolk.edu](mailto:getinvolved@suffolk.edu)  
internet [www.suffolk.edu/getinvolved](http://www.suffolk.edu/getinvolved)

## General Performance Contract

1. Name under which artist(s) operates: \_\_\_\_\_ 2. Social Sec./Fed ID# \_\_\_\_\_  
 3. Name of Presenter (sponsor) \_\_\_\_\_ 4. Phone: \_\_\_\_\_  
 5. Address \_\_\_\_\_  
 6. Official Institution Representative: \_\_\_\_\_  
 7. Performance fee: \_\_\_\_\_ 8. Made payable To: \_\_\_\_\_ by University check immediately upon completion of performance.  
 9. Additional fees or travel expenses: \_\_\_\_\_

## Performance

10. Day: \_\_\_\_\_ 11. Date: \_\_\_\_\_  
 12. Arrival Time: \_\_\_\_\_ 13. Show Time: \_\_\_\_\_  
 14. Length of performance/sets: \_\_\_\_\_ 15. Rehearsal Time: \_\_\_\_\_  
 16. Location: \_\_\_\_\_  
 17. Artist Reports to: \_\_\_\_\_ at: \_\_\_\_\_  
 18. If riders are to be made a part of this agreement indicate below:  
     Presenter: \_\_\_\_\_ Artist: \_\_\_\_\_ Agent: \_\_\_\_\_  
 19. Additional terms of agreement: \_\_\_\_\_

20. *Hall: Presenter agrees to furnish the aforementioned hall and to arrange for all necessary attaches, special police, ticket takers, and any other personnel as deemed desirable by the Presenter.*

21. *Equipment: (i.e., lights, sound, podium, room, etc.)*

*Presenter will supply: \_\_\_\_\_*

*Artist will supply: \_\_\_\_\_*

22. *Impossibility of Performance: The agreement to perform is subject to proven detention by sickness, accidents, riots, epidemics, or acts of God, beyond the control of Presenter or Artist. In this event, notice of such shall be given the other party of the contract prior to the event.*

23. *Performance Schedule: Shall be under control of presenter. Any deviation from above schedule not approved by presenter may void this agreement.*

24. *Damage: Artist agrees that it will not alter, modify, attach, append, or in any way or manner affect any of the property, fixtures, or the real estate of the Presenter or hall. If in the opinion of the Presenter, this clause is violated any payment due for performance will be fully withheld pending settlement for damages.*

25. *All guests of Artist(s) shall pay regular admission price unless otherwise agreed in writing prior to performance.*

26. *Other: Artist agrees to remove their equipment and leave the premises following the performance when the facility is scheduled to close. Artist is responsible for leaving the dressing room, available, in reasonable condition. If the Artist is noticeably under the influence of intoxicating beverages, narcotics, or drugs, the Presenter may cancel this contract with no liability on the part of the presenter.*

*The Presenter expressly reserves the right to control the sound level during the performance, specifically calling for a maximum instantaneous sound noise output of 100 decibels. It is understood that the artist(s) executes this agreement as an independent contractor and is not an employee of the Presenter and that the Artist(s) shall have the exclusive control over the means, method and details of fulfilling the obligation under this contract, except for performance time(s) and minimum length of act.*

*Artist(s) agrees to perform and discharge all obligations as an independent contractor under any and all laws, whether existing or in the future, in any way pertaining to the engagement hereunder. The artist(s) represents that in performing the act under the terms of this contract, the Artist is not infringing on the property right, copyright, patent right or any other right of anyone else. Artist will indemnify the Presenter against any and all loss, damage cost, attorney fee of other loss whatsoever by reason of Booking Agency permitting or allowing the presentation of the act or attraction called for herein.*

*The agreement to perform is subject to proven detention by sickness, accidents, riots, epidemics, or acts of God, beyond the control of Presenter or Artist. In this event, notice of such shall be given the other party of the contract prior to the event. The Presenter, in signing this contract, warrants that he/she signs as a properly authorized representative of the institution and does not assume any personal liability for meeting the terms of the contract.*

27. Signature of Artist (or Representative) \_\_\_\_\_

Date: \_\_\_\_\_ Soc. Sec./Fed ID # \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Approved by (Program Advisor): \_\_\_\_\_ Date: \_\_\_\_\_

Francis X. Flannery, VP/Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return signed contract and rider (if applicable) to The Office of Student Activities and Service Learning**

This rider applies to the agreement between Suffolk University and \_\_\_\_\_



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For performance to be held on (day) \_\_\_\_\_  
(location) \_\_\_\_\_

**Artist Will Provide**

**University Will Provide**

**Lodging**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Food/hospitality**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sound System/Technician**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Lighting System**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Transportation**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Lodging**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Food/hospitality**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sound System/Technician**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Lighting System**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Transportation**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other**  
Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Francis X. Flannery, VP/Treasurer Date

\_\_\_\_\_  
Agreed to by Artist's Representative Date