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**A FORMAL ENGAGEMENT OFFER** **BETWEEN EVENT AND ARTIST**

**TODAY’S DATE**:

**ARTIST**:

**EVENT OWNER/SPONSOR**:

**ORGANIZER:**

**OWNER/COMPANY ADDRESS**:

**EVENT NAME**:

**EVENT DATES**:

**YEARS IN BUSINESS:**

**EVENT LOCATION**:

**HONORARIUM/ PAYMENT** (Guarantee or Appearance Fee)

**PROPOSED ITINERARY**: Artist’s Requirements (please include a basic schedule)

* Signing times/ Show hours
	+ Friday
	+ Saturday
	+ Sunday
* 45min -1hr. talk/question and answer sessions
* 1hr Solo and duo/group photo op sessions

**PROMOTER PROVIDES**:

FEE/Guarantee: Proposed Payment Structure

* 25% Deposit Due upon signing.
* Final Payment will be paid by:

TRAVEL: Artist and Agent

HOTEL: 2

ADDRESS:

PHOTOS: Who provides?

Estimated number of attendees:

GROUND SERVICE:

* Exclusive Car Service to and from all airports, hotel and venue

PER DIEM $100 per day standard

**ADDITIONAL INFORMATION**:

* Price of Autograph-
* Price of Photo op-
* We need a response to this offer by:

Agency is only responsible for presenting the above offer and if accepted is in no way liable to either party, the deal is between the artist and event.