



Workshop Contract

The Workshop Leader/Teacher

Name _____

Address _____

_____ Postcode _____

Telephone _____

Email _____

VAT No. _____

The Promoter

Name _____

Address _____

_____ Postcode _____

Telephone _____

Email _____

VAT No. _____

The promoter engages the workshop leader/teacher to run the agreed course listed below on the following Terms and Conditions and agrees to be bound to these Terms and Conditions.

Signed _____ Date _____
(for the promoter)

The workshop leader/teacher agrees to perform at the course listed below on the following Terms and Conditions and agrees to be bound to these Terms and Conditions.

Signed _____ Date _____
(for the workshop leader)

Performance and workshop/course plans

Programme and aim of day: _____

Start date of workshop/course: _____ End date: _____

Venue of workshop/course: _____

_____ Postcode _____



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Fees and expenses

Fees for workshop/course plus additional performance (when necessary) £ _____

Artist's expenses to be paid by the Promoter (agreed in advance) £ _____

Total £ _____

Total + VAT £ _____

(Please delete which does not apply)

Fees and expenses to be paid by the Promoter to the Artist *either* by no later than _____
(date)

or within 28 days of receipt of the Artist's invoice.

Conditions

1. The Artist undertakes to perform at the workshop/course listed on page 1 and the Promoter shall pay the Artist the agreed Fees and Expenses.
2. The Promoter shall may make and receive such charges for admission to the Performance as the Promoter shall determine.
3. The Promoter shall use best endeavours to promote and advertise the workshop and shall consult with the workshop leader/teacher concerning such promotion and advertising. It is the Promoter's responsibility to ensure that, at the Promoter's cost, the workshop leader or teacher's name is afforded due prominence on all advertising and publicity material.
4. The workshop leader/teacher is required to attend the workshop/course specified on page 1.
5. No rehearsal shall be conducted before an audience without the workshop leader's prior written consent.
6. (a) The Promoter shall ensure that no part of the workshop leader/teacher's performance is recorded, reproduced or transmitted without the prior written consent of the leader and that, where required, the composer's prior consent to the recording of the Performance has been obtained.
7. The Promoter shall not use the workshop leader/teacher's name or likeness for the endorsement of any product or service without the Artist's written consent.
8. The Promoter shall ensure at the Promoter's cost that any monies due to the Performing Rights Society in respect of the Performance are paid.
9. If the Promoter cancels the performance, for whatever reason, the Promoter shall immediately notify the workshop leader/teacher of this in writing and pay a cancellation fee set in relation to the length of notice given prior to the date of the performance:
 - (a) notice of four weeks or less - 100% of the Fees plus any Expenses incurred;
 - (b) notice of more than four weeks but not more than 12 weeks - 75% of the Fees plus any Expenses incurred;
 - (c) notice of more than 12 weeks but not more than 26 weeks - 50% of the Fees plus any Expenses incurred;
 - (d) notice of more than 26 weeks - 25% of the Fees plus any Expenses incurred.



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11. If Fees and Expenses are not paid by the due date on page 1, the workshop leader/teacher shall be entitled to charge the Promoter interest at 2 percentage points above NatWest Bank plc's base rate from the due date of payment until payment has been received.

12. If the workshop/teacher is unable to fulfil, or is delayed in fulfilling, his obligations under this Agreement owing to circumstances beyond the workshop leader/teacher's reasonable control, the workshop leader/teacher shall inform the Promoter of this fact as soon as is reasonably practical. Such non-fulfilment or delay shall be deemed not to constitute a breach of this Agreement.

13. This Agreement shall be subject to the laws of the jurisdiction of the location of the Performance and any dispute relating to the subject matter of this Agreement shall be subject to the exclusive jurisdiction of the courts of the jurisdiction.

14. The Promoter will ensure that the technical equipment such as computers, projectors, sound systems are all in working order and are checked prior to the workshop/course taking place. If such equipment should not be in working order on the day of the workshop/course it is the responsibility of The Promoter to ensure that this is fixed so it doesn't affect the planned workshop/course planned on page 1.

I, The Promoter have read and understood the terms and conditions of this agreement and filled this form in correctly and to the best of my knowledge.

Signed _____ Date _____

Print name _____