



CONCERT CONFIRMATION

THE PROVERBS, P.O. Box 3, Westport, Ontario Canada K0G 1X0
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EVENT INFO: PLEASE FILL IN ALL BLANKS BELOW - SIGN - AND RETURN A COMPLETED COPY OF THIS FORM TO THE PROVERBS, TO FINALIZE BOOKING CONFIRMATION

Concert Day & Date(s): _____ Starting Time(s): _____

Auditorium/Venue Name: _____ Address: _____

City: _____ Prov./State: _____ Postal Code: _____ Tel.# (____) _____ - _____

It is essential that you provide a complete street address with city and postal code for this event, that can be located via the Proverbs GPS system.

EVENT PROMOTER'S* CONTACT INFO:

Name: _____ Address: _____

City: _____ Prov./State: _____ Postal Code: _____ Tel.# (____) _____ - _____

Email address: _____ Fax.# (____) _____ - _____ Cel.# (____) _____ - _____

SET-UP TIME & STAGE HANDS: Venue to be available for set-up at: _____ AM PM Date: _____ 2 Stage Hands to be available at: _____ AM PM

Concert venue & stage hands should be available for set-up a minimum of 2-3 hrs. prior to scheduled event start time.

Stage hands should also be available for a minimum of 1 hr. following event for tear-down and load-up.

EMERGENCY CONTACT INFO: Emergency Number(s) for Proverbs to call should their arrival be delayed for any reason on concert date:

Event organizer's Cel # (____) _____ - _____ Direct Venue Tel.# (____) _____ - _____

Someone must be available at these numbers the day of the event in case of any emergency that might delay the Proverbs arrival. (Proverbs manager's direct cel. 613-541-2803)

MEALS & ACCOMMODATIONS: Meals and accommodations are for Proverbs (4) group members.

The group may also occasionally be accompanied by (1-4) group member's children - the Proverbs will advise in advance if applicable.

MEALS: Restaurant name (or other meal location) details: _____

Meals are preferred 2-3 hrs prior to concert, or may be provided following the event. (Note: Meals should not conflict with scheduled set-up time)

OVERNIGHT ACCOMMODATION: Hotel information details: _____

Name, full address & tel. # of (reputable chain) hotel with non-smoking rooms for 2 families.

2 queen sized beds per room preferred. Hotel must have easily accessible parking for Proverbs 40 ft Prevost coach (electrical plug-in for bus block heater is essential in winter)

OPTIONAL: *If Proverbs to be staying in bus - Provide address for level parking and electrical hook-up of Proverbs 40 ft. coach with nearby washroom & shower facilities available.*

PROGRAM OUTLINE: *Please provide a brief program outline which clearly defines the Proverbs concert time allotment(s) plus any special requirements (such as worship leading etc.):*

ADDITIONAL TERMS OF AGREEMENT: ("Good Faith" shall form the essence of this agreement)

- i) **Financial Arrangements:** \$ _____. Paid admission events may be contracted for a specific fee. For church bookings, typical arrangements should take into consideration Proverbs mileage (approx. 60¢/km-round-trip) PLUS a reasonable love offering or other honorarium. Concert honorariums are strictly on a donation basis to the Proverbs Gospel Music Association, which is the Proverbs sole sponsor. Payment (preferably in CASH) should be presented to The Proverbs prior to, or immediately following the concert. The Proverbs rely on concert honorariums to meet daily operating expenses - **PLEASE DO NOT ASK THE PROVERBS TO WAIT FOR CHEQUES IN MAIL** Make cheques payable to: The Proverbs or PGMA (Proverbs Gospel Music Association)
- ii) **Proverbs Merchandise:** Sales of Proverbs recordings and other merchandise is considered a part of this agreement, as this constitutes a major portion of the Proverbs concert revenue. The Proverbs offer CDs, DVDs, & other items for sale at ALL personal appearances. The Proverbs must be notified of any special auditorium regulations or Sunday sales policies that would adversely affect sales before signing this agreement.
- iii) **Sound & Lighting:** The Proverbs provide all of their own sound equipment (& sound operator) for any venue with seating for up to 1500. This is the ONLY equipment that will be used by the Proverbs unless mutually acceptable arrangements are made PRIOR to the signing of this agreement. If the Proverbs are expected to lead worship, they must be notified in advance in order to bring instruments - plus the promoter must provide a "quality" 5pc drum set at venue. **In the event that other artists appearing on the same program wish to use the Proverbs sound equipment, this must be arranged in advance (attach all technical specs) Reasonable additional compensation should be provided to the Proverbs for supplying this additional service.** The Proverbs can also provide a basic stage-lighting system upon request.
PLEASE NOTE ANY SPECIAL SOUND OR LIGHTING REQUIREMENTS HERE: _____
- iv) **Staging:** An unobstructed level and solid stage area, approximately 20 ft wide x 12 ft deep is required for the Proverbs set-up (minimum size would be 12 ft wide x 8 ft deep)
Please see Proverbs "Staging Layout" (attached) for details. **Platform area should be cleared of ALL furniture etc. BEFORE Proverbs arrival.**
- v) **Electrical Requirements:** The Proverbs require exclusive access to a minimum of 2-3 separate standard 120 volt -15 amp electrical outlets to power their sound equipment. (Extra circuits may be required for lighting)
For outdoor events any electrical extension cables over 100' must be a minimum of 12 gauge. 150' to 200' cable runs would thus require 8-10 gauge power cables - Sorry no exceptions.
- vi) **Cancellations:** 30 days notice shall be the MINIMUM required by either the Proverbs or any event promoter (signing below) to cancel this agreement. The Proverbs will make every reasonable effort to appear at this event. Should disaster, serious illness, death, accident, travel delays, or any other impediment affect the Proverbs expected arrival at this event, the Proverbs liability (at their sole option) shall be limited to offering a "mutually acceptable" replacement date OR waiving event fees as stipulated above. Where the promoter or promoting organization provides less than 30 days notice of cancellation of this event, a "cancellation fee" of 25% of the honorarium stated above, shall be immediately payable to the Proverbs OR the promoter shall offer the Proverbs a "suitable" re-schedule date. ("Good Faith" shall form the essence of this item.)
- vii) **3rd World Child Sponsorship or other Proverbs Missions Projects:** The Proverbs are always involved in missions projects and often share details in their concerts. Upon request, they can also provide a presentation for 3rd world child sponsorship through "International Child Care Ministries" - if you would prefer that the Proverbs do not mention missions projects in their concert, please notify them in advance.
- viii) **Other Special Requirements:** Please note or attach (and initial) any special additional requirements here: _____

DIRECTIONS: Please attach Google or Mapquest directions starting at: 184 McAndrews Road, Rideau Lakes (Westport), ON K0G 1X0. The Proverbs will also use a GPS to locate your venue.

We the undersigned, acknowledge receipt of a copy of this agreement, have read it, and will make every reasonable effort to abide by all terms and conditions as specified above:

THE PROVERBS _____ David or Kathy Daw (authorized Proverbs signing agent)

_____ Date

PROMOTER Signature* _____ (Print organization name here)

_____ Date

The Proverbs complete electronic press kit (including photos, posters, bio and other items) is available for download at this link: <http://theproverbs.com/package.shtml>
You can also check the Proverbs Itinerary to verify that your event is listed at this link: <http://theproverbs.com/schedule.shtml>