

## GREAT BARRINGTON LIBRARIES PERFORMER CONTRACT

Date: \_\_\_\_\_

This contract is arranged between GREAT BARRINGTON LIBRARIES (“Organization”) and \_\_\_\_\_ (“Performer”) for the program \_\_\_\_\_ to be held on \_\_\_\_\_ at \_\_\_\_\_, beginning \_\_\_\_\_ and continuing until \_\_\_\_\_.

Please return this contract with a completed Great Barrington Libraries Meeting Room Use Form. For promotional materials, send an e-mail containing a brief description of the program, the age group targeted, and a photograph for publicity purposes.

Performer Name:

SSN/Tax ID Number:

Website:

Mailing Address:

Telephone Number:

Performer’s e-mail address:

The agreed upon fee \$\_\_ will be sent by check made out to \_\_\_\_\_ at the following address \_\_\_\_\_ within two weeks following the performance. Any other necessary arrangements must be noted in an attachment accompanying this agreement.

1. Capacity of the library rooms is regulated by fire code and must not exceed regulations.
2. No collections for admission or fees may be collected on the premises.
3. Performances which extend beyond normal hours require prearrangement.
4. All marketing materials and promotional materials concerning event must be submitted to the Director prior to disbursement.
5. No food or beverage may be served or consumed in the library without prior consent (see back).
6. Performers are required to be at the library at least 15 minutes before the event begins.
7. The Performer acknowledges that photographs or video/audio recordings of the scheduled events may be made by or on behalf of the Organization and hereby agrees to the reasonable photographing or recording and the use thereof by the Organization for archival and promotional purposes only.
8. The Performer acknowledges that the event is held in a public, unrestricted access facility and, therefore, the Performer acknowledges and agrees that the Organization shall have no control

over or liability for recording (either audio or visual) of the performance by any member of the public, media or audience.

- 9. The Performer acknowledges that if this event is in an outdoor venue, cancellations due to inclement weather shall be at the sole discretion of the Organization.

**RESPONSIBILITIES OF THE PERFORMER(S)**

- 1. ALCOHOLIC BEVERAGES AND SMOKING ARE NOT PERMITTED ON LIBRARY PROPERTY, INCLUDING PARKING LOT AND ENTRANCE.
- 2. If library audio, projecting equipment, lighting, recording, security, volunteers, and marking requiring staff assistance are desired, special prior arrangements must be made ten (10) days in advance of the performance with the director. A fee may be charged.
- 3. Group representative must contact main library and complete the performance agreement, including the signature of an adult representative or sponsor.
- 4. Loss or damage to library property must be paid for by the performer(s). The Organization assumes no liability for loss or damage to property not belonging to the Organization. The performer is required to conduct and maintain a safe environment for all participants.
- 5. The Performer may not sell products or collect fees, unless stated below:  
\_\_\_\_\_.
- 6. If an emergency occurs, please contact the Director, Amanda DeGiorgis, (413)-528-2403 or [adegiorgis@townofgb.org](mailto:adegiorgis@townofgb.org).

THE GREAT BARRINGTON LIBRARIES RESERVE THE RIGHT TO ALTER AND AMEND THE RULES GOVERNING THE USE OF THE LIBRARY WITHOUT NOTICE, AND TO CANCEL ANY AUTHORIZATION PURSUANT TO THIS APPLICATION, THE UNDERSIGNED AGREES TO THESE TERMS AND PROVISIONS.

\_\_\_\_\_  
Print Name (Librarian)

\_\_\_\_\_  
Print Name (Performer)

\_\_\_\_\_  
Signature of Librarian                      Date

\_\_\_\_\_  
Signature of Performer                      Date