

# Live Performance Contract Checklist

## Essential clauses:

### Name and contact information for all parties

- Full legal name of band representative
- Contact number and/or address of band rep
- Full legal name of venue/event rep
- Contact number and/or address of venue/event rep

### Description of services

- Performance venue name and address
- Performance date and times

### Performance of services

- Arrival and set-up time
- Sound check time
- Duration of set(s)
- Other important set details

### Payment

- Amount
- Payment method
- Payment date

### Cancellation policy

### Relationship of parties

### Force Majeure / Acts of Nature

### Signing instructions

- Signature line for band representative
- Printed name line for band representative
- Date of signature for band rep
- Signature for venue/event rep
- Printed name for venue/event rep
- Date of signature for venue/event rep

### Governing law state

### Optional Clauses:

- Conflict resolution method
- Promotional responsibilities
- Merchandising
- Recordings
- Parking
- Terms for ongoing performances

### Liability Insurance