

This is a basic guide outlining the responsibilities of the Artist from the time of the Booking Offer to the time of the Event.

Responsibilities of the Artist

Part A

- It is the Artist's responsibility to provide the Promoter with his/her Artist name, affiliated companies, website links, and logos by email immediately following the confirmation of the booking. This will allow for the Promoter to bill the Artist accurately on all promotional material.
- It is the Artist's responsibility to arrange for his/her own safe and reliable transportation to and from any local event, unless the promoter offers transportation and arrangements are made and agreed upon well in advance.
- It is the Artist's responsibility to present him/herself to gigs and perform in a sober state.
- It is the Artist's responsibility to arrive at the Event and present him/herself to the Promoter not less than 30 minutes prior to his/her set time for all lounge and club events and not less than 60 minutes prior to his/her set time for raves, outdoor events, and festivals.
- It is the Artist's responsibility to provide headphones, a pair of cartridges, and a flashlight.
- It is the Artist's responsibility to acquire and/or provide any non-standard equipment that may be required for his/her performance such as specialized CD decks, microphone, Final Scratch, etc...
- It is the Artist's responsibility to dress appropriately, including footwear, for the Event bearing in mind special requirements for situations such as extreme heat and humidity in a club setting or extreme cold and adverse weather conditions for outdoor festival settings.
- It is the responsibility of the Artist to remain flexible with unexpected and reasonable changes that may occur to the Event as these types of things tend to pop up in the business of events/club nights/raves.

Part B

- It is not the Artist's right to request additional free guest list spots from the Promoter.
- It is not the Artist's right to request drugs or unreasonable amounts of alcohol from the Promoter during the event.
- It is not the Artist's right to contact the Promoter to request transportation **at the last minute** (48 hr prior and less). Nor is it the Artist's right to request transportation for his/her friends and/or acquaintances.
- It is not the Artist's right to request a 'better' timeslot.
- It is not the Artist's privilege to offer a reciprocal booking on behalf of a third party, with which no previous arrangements have been made.

Part C

- It is courteous of the Artist to provide the promoter with a 'thank you' email not less than 5 days following the Event.
- It is courteous of the Artist to accurately advertise the Promoter's Event in his/her upcoming booking sections on his/her personal website, Myspace, Hi5, Friendster, msn.spaces, members.shaw, newsletters, mailing lists, forum signature space, etc...

