

*the*  
**SHEILA KIRSTEN  
 HUGHES** *band*   
**PERFORMANCE AGREEMENT**

Venue: \_\_\_\_\_

Event: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Thank you for considering the Sheila Kirsten Hughes Band for a performance in your venue. Our 'Full Show' band performances have a number of set pieces, and a large technical compliment for a two-person show. SKH Band owns, packs, unpacks, lifts, carries, pushes, pulls, sets up, and tears down all our own equipment, props, except lighting and AV projectors. We literally pull our own weight, and frequently several-times our own weight. We will provide everything that we are able to ourselves. We deeply appreciate all the support personnel who help us along the way to do the things we cannot do ourselves. It is our aim to make every SKH Band show fun, inspiring, and empowering; and to enrich the lives of all we come in contact with. That begins with the first communication between us. We will be as flexible and accommodating as possible. That said, there are a few things that we need to help us put on a good show. No peeled m&ms are necessary.

**Full-Show Guidelines:**

- A full show requires a minimum stage size of 16' x 20'
- We will be traveling with dogs. They will stay in travel crates while unsupervised. Private, secure, air-conditioned space for them will be needed.
- Secure and safe parking for a 50' van / trailer is required.
- 1 clean dressing room with shower and rest room facilities is required. (A good shower really transforms me from roadie to performer like nothing else.)
- Full performances use video projection from multiple projectors. Ambient light levels will have to be controlled for full effectiveness. If this is to be an outdoor show, after dark would be recommended.

**Food:**

Generally, good food makes for a more fun atmosphere, a happier, more-focused crew, and eventually a better show. In appreciation of the support personnel, we ask that they be fed well. You know your people, and what they like. We'll eat whatever they eat. We do like to keep our wits about us, and in the interest of safety and show quality, we do not consume alcohol prior to or during an event. We ask that you use your own discretion in choosing whether or not to offer alcoholic beverages. In any event, this should never compromise safety, or the quality of the show.

The basics are: various snacks or breakfast foods, assorted beverages, lunch with everyone eating together, and dinner all together after the show before striking the stage.

**Merchandise and Product Sales - Full Show:**

We will offer various items for sale. A sales rep will be needed. We travel with a portable display system, complete with a backdrop and lighting. An area at least 10' wide and 8' high at the back and 8' deep is needed. Conference tables to surround the front of this area will be needed. Commissions as negotiated.

### **Current Full-Show Timeline:**

- Mutually signed agreement achieved.
- Stage plot, lighting plot and cues, and tech setup transmitted to venue.
- Band local itinerary transmitted to venue, and updated as necessary.
- Intercommunications as necessary to facilitate the agreement; technical, media dates, etc...
- Prior to departure from current locale, SKH Band will touch base with the designated venue/event contact for final confirmation and last minute details. Travel to be paid by this time.
- SKH Band travels to event locale.
- It is our preference upon arriving in town to personally touch base with the venue or event coordinator.
- Media dates as agreed.
- 10-12 hours to curtain: Stage to be available and ready, and lighting hang to be completed. Lighting cues to be completed.
- 10.5 hours to curtain: SKH Band arrives at venue, guarantee check is received by Chris Hughes
- 10 hours to curtain: Pre-show meeting with band, all crew and support personnel, including security. Snacks or breakfast, and various forms of caffeine are consumed, and load-in begins. Load in and setup will take 3-5 hours depending on venue and stage set.
- 5 hours to curtain: Lunch break. 1 hour
- 4 hours to curtain: Sound and lighting cue check. Final adjustments are made and house engineers and techs are familiarized with the show. 2.5 hours.
- 1.5 hours to curtain: band members retire to dressing room(s) to prepare for the show.
- 1 hour to curtain: Pre-show presentation begins, and plays until curtain.
- House opens to patrons.
- Curtain; show begins... show duration 1.5-2.5 hours depending on venue, crowd response, etc.
- Show end. Band retires backstage. Snacks may be consumed. 15 minutes or so.
- Post show meet-and-greet if requested and planned, or demanded by audience.
- Dinner break for band and support personnel, possibly special guests.
- Financial final event settlement.
- Strike set and load out.

### **Acoustic Performances:**

Acoustic performances are also available, as scheduling allows. These may include promotional performances, opening or guest appearances, tv and radio spots, etc. These performances are more customized to suit the occasion. SKH Band owns a great variety of equipment and can deliver many options. These should be created and arranged with Chris Hughes, 813-760-1829.

### **Media and Press:**

SKH Band will make all media and press appearances as scheduling allows. A full house at show time makes for a better show, too!

### **Safety and Security:**

Venue representative or event coordinator must provide for the general safety and security of persons and property in attendance and shall bear the responsibility of such. SKH Band utilizes safe practices for material handling, rigging, electrical distribution, trip, slip, and fall prevention, and fire prevention within our own equipment. SKH Band shall in no way be responsible or held accountable for the actions or inactions of others.

### **Insurance:**

Venue, or event coordinator must provide adequate loss and liability and workman's-comp insurance coverage for the duration of the event including pre- and post-show happenings.

### **Educational and Residency Programs:**

Sheila Kirsten Hughes Band offers a number of residency and master class educational programs as well. Generally, while a Full Show requires a performance venue, residency programs may be conducted in a greater variety of spaces. They also have a lower technical burden, and much lower set-up times. We will have product available for sale, but only passively, if something is specifically requested.

#### **Educational Program 1: *Rumble's Farm***

**Duration:** 1-hour presentation, can be extended to 5-day residency w/presentation

(see "*Rumble's Farm*" sample study guide)

**Program Requirements:** Teachers must be in attendance to maintain discipline. Space required - large classroom or media-center room. Presentation space ~ 8'x16', plus student seating area.

**Age Group:** Grades K-3

**Level of Participation:** light to moderate for presentation, high for residency

**Synopsis:** Rumble, a fuzzy-worm farmer from Jelly Bean County, carries out the day-to-day tasks on his farm. Determined to do something extraordinary with his life, his adventures, successes, and mishaps are chronicled in this adorable tale known as *Rumble's Farm*.

A simple-minded dog, Rumble often struggles to believe he can achieve great things. But Rumble's future is about to change. He discovers a relic in an old abandoned barn on his farm. It turns out to be a time machine! He uses it to summon inspiring role models (played by Chris) from distant, and not-so-distant, times and places.

With the help of the children in the audience, along with some inspiring songs by the Sheila Kirsten Hughes Band, and words of wisdom from Rumble's favorite heroes, Rumble finds he *can* do the very things he thinks he cannot.

Rumble's Farm stories are presented in giant story-book format. Each is delightfully illustrated and voiced by Sheila, who created Rumble, and the many other adorable characters that adorn the pages of these tales, when she was merely 9 years old. The main mission of this program is to instill a "can-do" attitude in children as they discover the little things they do each day can lead to great things. It also demonstrates ways children can help to take care of our environment, while lightly reviewing essential math, vocabulary, and critical-thinking skills.

(See the enclosed "*Rumble's Farm*" sample study guide for more information.)

#### **Educational Program 2: Ordinary People, Extraordinary Lives**

**Duration:** half-day Residency

**Program Requirements:** Teachers must be in attendance to maintain discipline. Space required - large classroom or media center room. Presentation space ~ 8'x16', plus student seating area. AV projector and screen required. Ideally, student chairs or desk could be arranged to form discussion groups.

**Age Group:** Middle School, High School, and Adult

**Level of Participation:** High - lecture/discussion group

**Synopsis:** "*We are all ordinary people, but even an ordinary secretary, or housewife, or teenager can, within their own small ways, turn on a small light in a dark room.*" (-Miep Gies, hid Anne Frank and her family from the Nazis)

The purpose of this course is to communicate to each participant that the ability to do extraordinary things lies within ordinary people. Chris and Sheila explore the amazing ideals, actions, and achievements of many inspiring role models and their rise from ordinary to extraordinary. This empowering new program blends the compelling words of some of the most influential historical figures, entertainers, coaches, athletes and humanitarians of our time with riveting songs by the Sheila Kirsten Hughes Band. Great for middle school, high school, college, and adults!

(See enclosed "*Ordinary People, Extraordinary Lives*" sample study guide for more information.)

**Educational Program 3:** Perspectives from the Other Side of the Soundboard

**Duration:** 3-4 day Residency, 1 hour each day

**Program Requirements:** Seminar to be conducted in theater space using school's equipment. We will bring additional equipment for further instruction. AV projector and screen required. Performing Arts Teachers are encouraged to attend.

**Age Group:** Middle School, High School, and Adult

**Level of Participation:** High. . . this program is interactive and hands-on.

**Synopsis:** The objective of this course is to bridge the gap between the performing artist and sound engineer. It is an interactive, hands-on experience that puts the sound engineer in the shoes of the performer, and the performer in the shoes of the sound engineer. Sound engineer Chris Hughes and performing artist Sheila Kirsten Hughes team up to demonstrate to students how to have the best presentation possible. This program is ideal for all students involved in the performing arts.

**Educational Program 4:** Forever We Shall Be (under development for Fall 2008)

**Duration:** 1-week Residency Master Class with Evening Performance

**Program Requirements:** Choir room/rehearsal space with piano and portable CD Player. Choir directors should familiarize their students with the performance piece "Forever We Shall Be" several weeks in advance of this residency.

**Age Group:** Advanced High School Chamber Choirs (SATB), College Choirs (SATB or SSA), Master Chorales, and Advanced Community Choirs (SATB)

**Level of Participation:** High

**Synopsis:** With her extensive experience in high school chamber choirs and college master chorales, both as a singer and student director, Sheila briefly explores the history of Renaissance music with the choir, then reviews the 7-part acapella piece she composed, "Forever We Shall Be." Sheila will assume the roll of choir director during this one-week residency, working to perfect the performance of the piece. The choir will join Sheila and Chris on stage at the end of the 1-week residency to perform "Forever We Shall Be" as part of a Sheila Kirsten Hughes Band concert.

**Cancellations:**

SKH Band will make all reasonable efforts to reschedule rather than allow an event to be cancelled. Canceling an event wastes momentum that took time, energy and money to create. Rescheduling salvages much of that momentum. All monies and considerations received by SKH Band shall be non-refundable.

In the event of loss of state or other grant funding, SKH Band will make reasonable effort to allow the event to continue, or allow a cancellation without penalty. If SKH Band is booked on such funding, we must be made aware in writing.

**Event Specifics:**

Dates: \_\_\_\_\_

Location: \_\_\_\_\_

Event Name: \_\_\_\_\_

Even Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This agreement is made and entered this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, between SHEILA KIRSTEN HUGHES BAND and \_\_\_\_\_

located at \_\_\_\_\_, in the city of \_\_\_\_\_, state of \_\_\_\_\_, zip \_\_\_\_\_, phone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_, fax ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_, as requested by \_\_\_\_\_.

I acknowledge that I have read, I understand, and I agree to all of the terms and provisions set forth in this Performance Agreement.

Authorizing Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Your Position: \_\_\_\_\_

**Thank you for booking SHEILA KIRSTEN HUGHES BAND!**