

# BIG DIPPER PUBLIC EVENT USER AGREEMENT

VERSION 12/5/08

RAWK THE INLAND NORTHWEST  
A 501(c)(3) NON-PROFIT CORPORATION

## Calendar Booking Contact:

Holly Wohr

253.232.8030

hollydwohr@yahoo.com

## Basic Booking Procedures (Strictly Followed):

1. Contact Holly Wohr for event scheduling and to discuss your event.\*
2. Read and initial each requirement of the agreement listed below.
3. The following User Agreement contract signed **no less than 2 weeks** prior to engagement.
4. Deposit by cash or money order due at time of contract signing

*\*No date will be held until an agreement is signed and deposit received, your show is not considered "booked" until then.*

Public event time schedule	
	Load In
	Sound Check
	Doors Open
	Show Start
	Clean/Load Out
	OUT
<i>Noise curfew 10:00 PM</i>	

## PUBLIC EVENT RENTAL COSTS:

Minimum \$450 Rent/Sound for 8 hours (plus sound tech fee)	
<input type="checkbox"/> \$200	Rent to venue owner
<input type="checkbox"/> \$50	Utilities
<input type="checkbox"/> \$150	Venue management
<input type="checkbox"/> \$50	Sound system rental
<input type="checkbox"/> \$variable	Approved sound tech
<input type="checkbox"/> \$50	Optional add on for professional lighting tech
<input type="checkbox"/> \$tbd	Additional security, if required
_____	<b>TOTAL</b>
_____	DEPOSIT \$250
Date paid	
<i>Additional hourly rent above 8 hours will be charged at a rate of \$50 per hour with or without sound.</i>	

Promoter signature/date

\_\_\_\_\_

## BIG DIPPER PUBLIC EVENT USER AGREEMENT

RAWK the Inland Northwest, as lessee of the premises, agrees to provide the facility for live music events as licensed by the City of Spokane, and Promoter, \_\_\_\_\_, proposes the use of the Big Dipper for an event on \_\_\_\_\_, from the hours of \_\_\_\_\_ to \_\_\_\_\_ which are determined at the end of this agreement, at a cost of \_\_\_\_\_ (including \_\_\_\_\_ variable cost such as sound tech) which has been agreed upon by RAWK and the Promoter. RAWK the Inland Northwest, offers the following terms which are agreed and acknowledged by Promoter, as follows:

1. RAWK shall provide concert sound system for the house consisting of main and monitor speaker cabinets, amplifiers, and outboard equipment, microphones and stands, and other accessories. Any special needs shall be discussed one week in advance with Promoter and RAWK. Promoter shall be prepared to provide all necessary cables to make your instruments, DJ gear, etc compatible with our system. \_\_\_\_\_(initial)
2. RAWK shall provide a sound technician from the RAWK-approved list of sound techs (paid at the fee of \_\_\_\_\_ with approval of fee by Promoter), but Promoter and/or bands shall provide sound crew support and be responsible for any necessary backline setup and arranging stage instrument amplifiers and microphones for instruments and vocals, working in conjunction with the sound tech. All sound checks shall be at the sound tech's discretion. \_\_\_\_\_(initial)
3. Promoter and/or performers shall be responsible to provide all stage equipment beyond the basic venue equipment and if necessary may provide a sound board technician during their sets, but only as prearranged, and under the supervision of the RAWK-approved sound tech. \_\_\_\_\_(initial)
4. Promoter agrees to pay the minimum use fee of \$450 for the engagement (plus variable and add on optional costs). There shall be a deposit of \$250 by cash or money order payable to RAWK in advance at the time of the booking and signing of this agreement. The balance shall be paid prior to

the event starting if the Promoter runs the door collections. Should the Promoter desire to pay from gross door receipts from the event, then RAWK will run the door collection, and subtract the remaining fee from the gross collection, then give the residual to Promoter. There shall be no cancellation charge if it is made at least 72 hours prior to the event. Otherwise, there shall be a \$100 cancellation fee due with the balance of the deposit refunded. In the event Promoter does not choose to use sound system, rent shall be a minimum of \$400 (depends on optional add ons), with \$250 payable in advance. No outside primary sound system will be allowed, unless the house system can be left in place. \_\_\_\_\_(initial)

5. Any hourly additions (full and partial) to the 8 hour time table listed above will be added at a rate of \$50 per hour to rent as listed in #4.  
\_\_\_\_\_(initial)
6. RAWK shall be responsible for normal wear and tear to RAWK sound equipment, but Promoter shall be responsible for any equipment damage caused by abuse. \_\_\_\_\_(initial)
7. Any special accommodations required by the promoter shall be placed in writing to RAWK **not less than one week prior to the show event.** Any special request inside of one week prior will be at RAWK's discretion in order to provide sound and staffing. \_\_\_\_\_(initial)
8. Unless RAWK runs the door per Point 4 above, Promoter shall be exclusively responsible for the providing staff and arrangements for changing and receiving money at the door; RAWK shall bear no responsibility for loss of Promoter by his/her failure to receive and secure door receipts. \_\_\_\_\_(initial)
9. **Under no circumstances will alcohol be served nor consumed on the premises** before, during or after the show by performers, attendees, Promoter, or Promoter's girlfriend. No exceptions. Entry of these individuals will be denied if obviously intoxicated \_\_\_\_\_(initial)

10. RAWK shall be responsible to provide premises access, and it **shall provide two RAWK staff personnel** for purposes of complying with this agreement and the requirements for the licensing of the venue. Duly authorized representatives of RAWK shall be allowed entrance without charge to the event. \_\_\_\_\_(initial)
  
11. Promoter shall have exclusive right to sell merchandise of the bands and of the Promoter's organization. **RAWK shall be entitled to provide and sell concessions during the event.** \_\_\_\_\_(initial)
  
12. The Big Dipper does not have a Class Type 1 hood system. (Type 1 = A kitchen hood for collecting and removing grease vapors and smoke). What this means is no heating or cooking of food which produces grease vapors shall be conducted at this location with the existing system. The only activity allowed shall be warming of food. \_\_\_\_\_ (initial)
  
13. **Promoter shall be responsible for general clean up of the premises,** and shall provide not less than three (3) persons to ensure the orderliness and cleanliness of the premises at the time they vacate after the conclusion of the event. \_\_\_\_\_(initial)
  
14. Promoter acknowledges that the City of Spokane has the right to recover tax on door admission for which the Promoter shall assume sole responsibility, and who shall indemnify RAWK and Lessor in the case either are charged with the tax in the administrative process. \_\_\_\_\_(initial)
  
15. No outside food or drink will be permitted, except for catering supplied to Promoter and performers. \_\_\_\_\_(initial)

Dated: \_\_\_\_\_

\_\_\_\_\_

RAWK

\_\_\_\_\_

PROMOTER

PROMOTER CONTACT INFORMATION (to be provided to City of Spokane if necessary for admissions tax collection):

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

DRIVERS LICENSE NUMBER: \_\_\_\_\_