



Go-DIVA! Productions, Inc.
 Jennifer Cooper, Exec. Artistic Director
 P.O. Box 751, Solomons, MD 20688
 240.237.8318 • godivaproductions@gmail.com
 www.go-diva.webs.com

Groove Span
Jazz to Rock, Classic to Modern.

CONTRACT

TODAY'S DATE: [Click here to enter text.](#)

This document is a binding contract between **Go-DIVA! Productions, Inc.** representing *Groove Span*, and [Click here to enter text.](#) , **Event Coordinator.**

Groove Span agrees to provide the following:

1. Musicians requested, appropriate to context of event and size of venue.

- Full Band Quartet Trio Duo

Band attire: [Click here to enter text.](#)

2. Live music entertainment on (date): [Click here to enter text.](#)

Venue: [Click here to enter text.](#)

City/State: [Click here to enter text.](#)

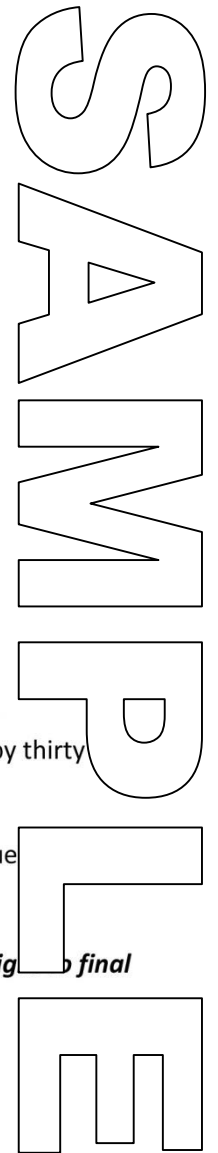
Load-in/Set-Up Time: [here.](#) Begin Music: [here.](#) End Music: [here.](#)

3. Pre-recorded music via ipod/sound-system during band breaks.

4. Set-up of musical and Sound/PA equipment. Set-up can begin as early as two hours before the Performance at the discretion of the Event Coordinator. All equipment will be completely set by thirty minutes prior to performance time. NOTES: [Click here to enter text.](#)

5. Break-down of musical and sound/PA equipment. All equipment will be cleared from the Venue hour after the performance ends.

6. Promotional information, images, biographies, etc. as necessary. *Groove Span reserves the right to final approval of use of its images and text in the client's own marketing materials.*



CONTRACT continued on page 2...

Groove Span CONTRACT (cont.)

The **EVENT COORDINATOR** [Click here to enter text.](#) agrees to provide the following:

1. Total Payment of [Click here to enter text.](#)

a. A non-refundable deposit of [enter text.](#) by cash or check to reserve the date, due by signing of contract. **Please make check payable to: Go-DIVA! Productions, Inc.**
Mailing Address: P.O. Box 751, Solomons, MD 20688.

b. Remaining balance of [enter text.](#) by cash or check, due on (event date): [enter text.](#)
Payment must be made on site, before the performance begins.
Please make check payable to: Go-DIVA! Productions, Inc. and delivered directly to **Jennifer Cooper (manager)**, who shall compensate all musicians in *Groove Span*.

2. Timely communication, with Jennifer Cooper of *Groove Span*, regarding any changes in timing, performance parameters, logistics, requested music, etc.

3. A written timeline/schedule/program one week prior to the event date (recognizing that some elements may change throughout the course of the event).

4. Savories and refreshments for members of the band.

The **VENUE COORDINATOR** [Click here to enter text.](#) agrees to provide the following:

1. A performance area of 20' X 12' (full band), level/sturdy solid surface, covered, non-smoking.

2. At least two functional electrical outlets (single 20amp circuit) within said space of the band. No kitchen appliances (coffee-makers, crock pots, etc.) or dimmer switches on same circuit.

3. Designated space for storing cases, gear, etc. Designated space for *Groove Span* promotional materials.

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THE FOLLOWING PARTIES AGREE TO ALL PROVISIONS STATED HEREIN:

Jennifer Cooper, CEO/President, GDPinc.
Groove Span Manager

DATE: _____

Event Coordinator

DATE: _____

CONTACT INFORMATION

Groove Span

Point of Contact: Jennifer Cooper (manager, lead vocals)
Business Landline: 240-237-8318
Business Cell: 301-861-7981
Email: groovespan@gmail.com
Website: www.go-diva.webs.com
Base Location: P.O. Box 751, Solomons, MD 20688

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EVENT CLIENT

Please submit completed chart, signed contract, and deposit to
 Go-DIVA! Productions, Inc. P.O. Box 751, Solomons, MD 20688

	NAME/TITLE	PHONE
Event Coordinator:	Click here to enter text.	(Cell #) Click here to enter text.
Event Day Contact Person #1:	Click here to enter text.	(Cell #) Click here to enter text.
Event Day Contact Person #2:	Click here to enter text.	(Cell #) Click here to enter text.
Other:	Click here to enter text.	Click here to enter text.