

## HOW TO BOOK A BAND

The following is the basic procedure in order to secure the contracting engagement date. It begins with reviewing our offer guides. **These are for reference only, to begin your understanding of our contractual process.**

1. Review offer guidelines that would pertain to your event / venue. (Out of town or local)
2. Use the offer guideline ([available by clicking here](#)) so that you can present a firm offer.

*This firm offer will be reviewed and is the first formal step in leading to the possible artist acceptance of a date. A firm offer will constitute the meeting of the minds and upon artist's acceptance, will ensure that we send you a contract.*

3. A contract will consist of the basic conditions and contains what you place in your firm offer.
4. Some contracts may contain **riders**.

A rider is the addendum to the contract that includes the absolute necessities for the final delivery for your event. It is an attachment to a contract which spells out the needs of the act in order for them to be successfully presented. A rider is the area where most of the negotiation occurs between the buyer and the act's representative. A buyer may also use their own rider to spell out what he is actually capable of providing.

5. Examples of "**out of town**" riders will include:

- A. Travel arrangements
- B. Sound & lighting requirements
- C. Hotel accommodations
- D. Per diems
- E. Hospitality, Food, Drinks, etc.
- F. Dressing Rooms

6. Examples of "**local**" riders will include:

- A. Hospitality (food, drinks, etc.)
- B. Dressing Rooms
- C. Power Requirements
- D. Set-up and load-in, etc.
- E. Parking

Some of these rider requirements may be combined. This section is just to give you basic information on how a professional artist is booked.