

## **JAGUAR PRODUCTIONS SERVICE CONTRACT**

This contract is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Jaguar Productions – Technical Committee Hereinafter called J.P and \_\_\_\_\_ hereinafter called Purchaser.

Witnesses: that for the services of Jaguar Productions – Technical Committee and subject to the terms and conditions hereinafter set forth, Purchaser contracts Jaguar Productions – Technical Committee, and J.P. accepts such contract.

Now therefore and in consideration of mutual covenants hereinafter set forth, the parties do hereby agree with each other as follows:

1. J.P. will provide sound and/or lighting (as specified in agreement) plus all other specified equipment as necessary to cover the production, which is to be held.
2. Purchaser agrees to pay the sum hereinafter established in the following manner: cash, check, money order or transfer. Payment should be made on site if paying by any manner other than transfer. All checks should be made payable to: University of South Alabama. If by transfer, payment should be made immediately upon request. The expenses outlined in this agreement are only estimates and more expenses may be charged. **All payments must be received within 5 days of services rendered.**
3. The Purchaser agrees to indemnify J.P. for any loss or damage to J.P.'s equipment once the equipment has arrived at performance site and until such equipment has been secured. It is the responsibility of the Purchaser to guarantee proper security for all J.P. equipment. J.P. reserves the right to cease production if crew shall feel unsafe, and full payment shall be still due.
4. The Purchaser agrees that should performance be canceled for any reason other than a mutually agreed upon act of God within seventy-two (72) hours of the time designated for the start of the performance, then the Purchaser agrees to pay J.P. fifty (50) percent of the heretofore agreed upon sum. Should cancellation of performance occur after J.P. has either begun travel to performance site or is in the process of set up at performance site, Purchaser agrees to pay J.P. one hundred (100) percent of the total agreed upon sum.
5. J.P. shall not be liable for failure on its part to perform hereunder if such failure is delayed or prohibited by force majeure including acts of God.
6. J.P. IN NO WAY assumes responsibility for damages, physical injury, pain or suffering caused by accident involving equipment owned by J.P. or any of its employees or subcontractors while at performance site.
7. Purchaser must provide provisions for space to place audio equipment and controllers. We will normally control the production equipment from the back of the House.
8. **J.P. requires at least 5 working days notice before the event to schedule technicians.**

**EVENT INFORMATION**

Sponsoring Organization \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone \_\_\_\_\_  
Name of Event \_\_\_\_\_ Date of Event \_\_\_\_\_  
Time of Event (Start/Finish) \_\_\_\_\_ Set up Time \_\_\_\_\_  
Place of Event (Building/Room) \_\_\_\_\_  
Type of Performance \_\_\_\_\_ Number of Acts \_\_\_\_\_

**PLEASE NOTE: It is the responsibility of the Purchaser to reserve location, stage, piano, chairs, podium, etc.**

**EQUIPMENT INFORMATION**

It is the responsibility of the Purchaser to inform J.P. of all equipment needs. J.P. will not provide equipment not requested. Purchaser will still be responsible for payment of equipment requested but not used.

**A. SOUND**

Number of microphones \_\_\_\_\_ Tapedeck \_\_\_\_\_ CD Player \_\_\_\_\_  
Number of mic stands \_\_\_\_\_ Amp \_\_\_\_\_ Monitors \_\_\_\_\_  
Number of instrument hook-ups (keyboard, guitar, etc.) \_\_\_\_\_

**B. ADDITIONAL**

Additional equipment \_\_\_\_\_  
Special instructions \_\_\_\_\_

**EXPENSES**

Transportation Fee (\$20 on campus/not in SC; \$50 off campus) \$ \_\_\_\_\_

Technicians (minimum two, two hours):  
\_\_\_\_\_ technicians X \_\_\_\_\_ hours X \$7.50 per hour = \$ \_\_\_\_\_

DJ Services \$75 in addition to hourly technician fee \$ \_\_\_\_\_

Special equipment:  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Equipment \$ \_\_\_\_\_

**TOTAL AMOUNT DUE JAGUAR PRODUCTIONS \$ \_\_\_\_\_**

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THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL SIGNED BY BOTH PARTIES TO THIS CONTRACT. BY SIGNING THIS AGREEMENT, SIGNATORY ACCEPTS RESPONSIBILITY FOR FULL PAYMENT.

PLEASE SIGN AND RETURN ONE COPY.

ACCEPTED BY:

Jaguar Productions  
University of South Alabama  
Student Center – Room 108  
Mobile, AL 36688

PURCHASER

\_\_\_\_\_  
Paula Duke, Program Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Chair, Technical Committee

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

Address:

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

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

Date: \_\_\_\_\_