

DOES HIV LOOK LIKE ME?

MY FACE, MY VOICE, MY STORY

CONTRACT RIDER

All terms and provisions set forth are part of the same contract.

The Talent will provide the following:

1. One full-length, 60 minute, Does HIV Look Like Me? event, followed by question and answer period with audience.
2. The Sponsor will be provided with electronic materials to be used for the promotion of the event. The Sponsor agrees to use promotional materials exclusively, unless the Sponsor has received approval for the use of additional materials to be used for promotions.
3. The Sponsor agrees not to commit the Talent to any outside personal appearances, interviews or other promotion or appearances without prior written consent from the Talent or the Agency.

The Sponsor will provide the following:

VENUE REQUIREMENTS

1. Stage should have a minimum space of 8' x 12' and should be on risers or a stage. The event is ideally presented in a theater or concert hall, but can also be produced in other venues, e.g. lecture halls, club settings or classrooms. Only those expressly authorized by the Talent shall be admitted on stage during the event. The format of the venue should be communicated in detail to the Talent prior to arrival.
2. The Talent will not present "cafeteria" style events, i.e., events produced as public lunch or dinner entertainment without prior written consent from the Talent or the Agency. The topics and material covered within the event demand a certain type of controlled environment. If the event is presented in a very open and public space (such as a cafeteria or lobby), people socializing or freely passing through the area with no interest in watching the event disrupt the event and effectiveness of the message. The event is best experienced in a more intimate setting with decent acoustics. Therefore, Does HIV Look Like Me? will not be presented in the following venues: chapels and gymnasiums (because of sound issues), cafeterias or recreational rooms when food is being served or recreational rooms/atrium's that have through traffic at the time when the event would be presented.

SET-UP / TECHNICAL REQUIREMENTS

1. One (1) backless barstool must be provided on stage.
2. One (1) house microphone on stage with stand. A cordless microphone is preferable, but if unavailable, mic must have at least 50' of microphone cable (may or may not use them, depends on space acoustics).
3. The Talent reserves the right to request lighting and music queues based on event and ability of venue.
4. The Talent will provide a copy of music and/or any video in the order of event. The content must be returned to the the Talent after the event.

5. Sound system is required, a set-up, sound and lighting check with a technician, provided by the Sponsor, must be available to start no less than 60 minutes before event time. The Talent requires that the Sponsor provide CD / DVD player with sound system and a screen for pre-event multi-media. The Sponsor will provide a computer connected to the sound system, internet and a screen no less than 60 minutes before time of event. The system and its components shall be in full working order, with no buzzes, hums, beeps, crackles, clicks or other extraneous noise, and will be free from radio interference.
6. If event takes place in a large space that seats more people than hosts are expecting, the Sponsor is encouraged to block or tape off rows of seats near the back of the house. Audiences should be directed to sit as close to the stage as possible without having the option of sitting in the balcony or in the back of the house.
7. The following should be provided in the dressing room and available after the sound check: 2 bottles of cold water.
8. One private, secure (lockable) dressing room, labeled with the Talent's name, for the Talent's belongings and pre-event preparation, as close as feasible to the stage. The Talent requires one restroom, which is not open to the public and/or be able to be blocked off when needed.
9. One copy of each handout for each participant in attendance. The handout will be distributed at the start of the event by the Sponsor.
10. One copy of the GET FEEDBACK survey to each participant in attendance. The surveys will be distributed and collected by the Sponsor. The Sponsor will return the surveys to the Agency.

EVENT EXPECTATION

1. The Talent requires the Sponsor to assign an assistant to the Talent, unless other arrangements have been made by the Talent. The duties of the assistant include:

- Greet the Talent at the venue.
- Provide the Talent tour of the venue, stage, dressing rooms, bathrooms, etc.
- Escort the Talent to and from the stage to the dressing room.
- Assistant to the Talent contact information is:

Name: _____

Contact Phone Number: _____

Contact Email Address: _____

2. The Sponsor will identify an individual to introduce the Talent. The question and answer portion of the event can be hosted by a Sponsor representative. The individual must provide logistics of the question and answer portion of the event to the Talent at least 60 minutes prior to the start of the event. If pre-submitted questions are collected from the audience the Sponsor must collect the questions as participants are entering the venue and the Talent reserves the right to answer selected questions. The individual hosting the question and answer portion of the event contact information is:

Name: _____

Contact Phone Number: _____

Contact Email Address: _____

3. Sponsor is forbidden from recording audio, video, television, radio and all forms of digital recording without prior written permission from the Agency. Flash photography is permitted during the event.

4. The Talent requests that any reviews, articles, or press-related materials concerning the event be forwarded to the Agency.

TRAVEL

1. If accommodations are being provided, the property must be reputable and have received no less than a three star rating (from AAA or Zagat) and be no more than 15 miles from the venue. Hotel information is to be disclosed to only those authorized by the Talent and the Sponsor shall instruct those in its employ to keep such information confidential. For evening events, after 3:00pm, the reservation will be for the night of the event. For daytime events, before 3:00pm, the reservation will be for the night prior to the event. On some occasions, when travel between schools is tight, we may request accommodations close to the airport. Accommodations are to be made in the name of the Talent, Lolisa Gibson.

2. The Sponsor is required to provide transportation for the Talent. A driver must be provided by the Sponsor for the the Talent to travel (1) from the hotel in the host city to the venue (within 15 miles) (2) from the venue to the hotel in the host city (within 15 miles). If Sponsor representative is unable to provide transportation, the Sponsor is responsible for arranging and providing payment to transportation service. The representative of the Sponsor providing the transportation or the transportation service is:

Company (if applicable): _____

Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Confirmation Number (if applicable) _____

Instructions: _____

3. The Talent requests, but does require a meal before the event. Meal should be scheduled to conclude at least 60 minutes prior to the start of the event.

4. The Talent requests, but does not require an official school t-shirt.

5. Approximately one week before the event, the Sponsor should expect to be contacted by the Talent. The Sponsor representative the Talent should contact is:

Name: _____

Contact Phone Number: _____

Contact Email Address: _____

IF ANY OF THE TERMS HEREOF ARE NOT IN COMPLIANCE, THE TALENT SHALL HAVE THE RIGHT TO REFUSE TO PRESENT AND SHALL BE ENTITLED TO FULL COMPENSATION. FOR ANY QUESTIONS, CONSENTS, DIRECTIVES, OR OTHER MATTERS PERTAINING TO THE REQUIREMENTS HEREIN, CONTACT THE TALENT'S AUTHORIZED REPRESENTATIVE: TODD MURRAY, TMURRAY@HOPESVOICE.ORG, 1.800.516.7680.