

goingbarefoot • venue offer/contact data

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Please complete this document and return by email attachment in order for the negotiated date to be officially confirmed & formal contracts to be issued. A copy of this form will be included in the contract packet and will provide the Artist with appropriate contact information for advancing the event and supporting social media marketing. See presenter resources in the **Presenter Toolkit** link in the upper left on each artist's page at www.goingbarefoot.com. *Thank you.*

Date submitted:

Name of Artist/Event:

Event day:

Event date:

Fee offered/confirmed:

Lodging provided?

Local ground?

Curtain time/s: Daytime 10AM__ 11AM__ 1PM__ 2PM__ 3PM__ 4PM__ other ____
Evening 5PM__ 6PM__ 7PM__ 7:30PM__ 8PM__ other: _____

Purchasing organization name:

Official mailing address:

City, State, Zip:

Venue name & street address, if different:

Website:

Loading dock address, if different from venue address above:

Venue capacity:

Stage dimensions:

Airport recommended & distance from venue, if applicable:

Piano brand & size, if applicable:

Name & phone of piano tuner, if applicable:

Grade level/s, if student audience/school performance:

Venue merch %: Open to general public? Reserved seating? Web sales?

Box Office tel & web address:

On-sale date:

Ticket price range:

Pre-sale date & code if applicable:

Programming/administrative contact & title:

Phone & email:

Chief technical services/production contact -- name, phone, cel & email:

Contact re hospitality, lodging, catering – name, phone, email:

Contact re merchandise & merch settlement – name, phone, email:

Contact re marketing/promotion/social media – name, phone, email:

For presenter/venue:

Twitter:

Facebook:

Instagram: