



making life better for artists

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Artist's Lecture Contract

DISCLAIMER: This sample contract is written as a checklist and guide only. You should in no way use this contract in its current state as a binding agreement between you and any individual, corporation, gallery, or venue. When entering into an agreement with any institution for short- or long-term work, a lawyer or attorney skilled in legal practices pertaining to the arts should review any contracts before signing. You can use this contract as a starting point for drafting an agreement for a commission, but do not rely on this contract in its present form and do not sign it until you have had legal counsel look at it and suggest alterations or changes.

Date of the Agreement _____ (include day, month and year):

This agreement is between _____ (the Artist) and _____ (the Sponsor)

AGREEMENT made as of the _____ day of _____, 20____, between _____ (hereinafter referred to as the "Artist"), located at _____ (city and state, country if necessary), and _____ (hereinafter referred to as the "Sponsor"), located at _____ (city and state, country if necessary), with respect to an Artist Lecture as stated in this agreement.

Lecture Specifics

- Date(s):
- Time:
- Location:
- Length:
- What is expected of the Artist:
- What kind of work examples are expected and in what format:

Payment

- Compensation or fee paid to the Artist for the Lecture:
- Date payment is due:
- The following expenses shall be paid to the Artist:
- Who will take care of any travel and lodging arrangements?:

Performance

Should the Artist be unable to perform for the dates specified due to illness or other unforeseen circumstances, the Sponsor will reschedule the Lecture, and the payment due to the Artist remains the same.

If the Artist cannot reschedule, this contract is terminated.

Should the Sponsor cancel the contract under the following circumstances, payment shall be made to the Artist as follows:

Late Payment

If payment to the Artist is late the following late fees shall apply:

Incidentals

Printing costs for handouts, class materials, and programs shall be covered in the following manner:

Copyrights and Recordings

The Artist _____ gives permission _____ denies permission for the Lecture to be recorded. Should the Artist give permission for the Lecture to be recorded it must be in the following format(s):

Artist's Lecture Contract, con't

No use of this recording (other than for educational purposes) shall be allowed without the written permission of the Artist. Both parties agree that the Artist shall retain the rights to such recordings. Additional compensation shall be paid to the Artist for any such use.

Insurance

If artworks are used (instead of DVDs, CDs, or other media representations of artwork), insurance shall be provided for the event, including transportation of works. Insurance costs shall be covered by the Sponsor and shall be equal in value to a Schedule of Artworks attached to this agreement.

Packing and Shipping

In the case that artwork or materials are needed for the Artist's Lecture, costs for packing and shipping shall be covered in the following manner:

Modifying the Contract

Modification of the agreement shall be done in writing between the Artist and the Sponsor.

Schedule of Artworks

If original artworks are used, a Schedule of Artworks is included with this contract.

Signed by _____ (Artist) On _____ (date)

and _____ (Sponsor) On _____ (date)

Sponsor Address: