



# PERFORMANCE REQUEST

Please complete the details of the agreement Douglas, Production Coordinator:

listed below and return to Mrs. Terrilyn

Stax Music Academy  
926 E. McLemore Avenue  
Memphis, TN 38106  
[smaperformance@staxmusicacademy.org](mailto:smaperformance@staxmusicacademy.org)  
Telephone: 901- 946-2535 ext. 444  
Fax: 901-507-1460

*\*Please Note: A minimum of one month's advance notice is required. You will receive a response with seven days of submission. Events are considered for Mon-Sat performances only.*

| Event Date | Name of Event | Description of Event |
|------------|---------------|----------------------|
|------------|---------------|----------------------|

Please select the style of music requested for the event based upon the following:

| <u>Vocal Only</u>                                   | <u>Jazz</u>                                  | <u>Soul/R&amp;B</u>   | <u>Premier Percussions</u> |
|---|--|---|----------------------------|
| Street Corner Harmonies<br>Drum line<br>(a capella) | Quintet<br><br>Combo with Vocals<br>Big Band | Rhythm Section<br><br>Jr. Academy Rhythm Section<br>Alumni Band |                            |

| Location/Address of Event | Event Host/Sponsor | BILLING ADDRESS |
|---------------------------|--------------------|-----------------|
|---------------------------|--------------------|-----------------|

| Hours of Event | <u>Performance</u> Start & End Time | Sound Check Time |
|----------------|-------------------------------------|------------------|
|----------------|-------------------------------------|------------------|

| Event Contact Person | Contact Person's Phone # | Contact Person's Email Address |
|----------------------|--------------------------|--------------------------------|
|----------------------|--------------------------|--------------------------------|

| SOUND/Tech's NAME | SOUND/Tech's Phone # | SOUND/Tech's Email Address |
|-------------------|----------------------|----------------------------|
|-------------------|----------------------|----------------------------|

Will a stage, backline, and PA be provided by the event host/sponsor? (Please note: there is an additional fee for SMA to provide backline and/or PA equipment) \_\_\_\_\_

Is there a headliner, if so who? \_\_\_\_\_ Stage dimensions:\_\_\_ (e.g. 20x20) Projected Size of audience:\_\_\_\_\_

Will a holding space be provided? \_ Will drinks/food be provided to the performers and chaperones? \_

Do you have any special requests? \_\_\_\_\_

Because Stax Music Academy students are under the age of 18, you must inform us if you plan to serve or sell alcoholic beverages in your performance area. Please answer yes or no: \_\_\_\_\_

Do you have a budget for an honorarium? \_\_\_\_\_

*The Stax Music Academy inspires young people and enhances their academic, cognitive, performance, and leadership skills by utilizing music with an intense focus on the rich legacy and tradition of Stax Records.*

## Performance Requirements:

**PERFORMANCE DATES:** A minimum of one month's advance notice is required. You will receive a response with seven days of submission. Events are considered for Mon-Sat performances only.

**PERFORMANCE FEES:** Performance fees are determined on a case-by-case basis. All fees support Stax Music Academy programming which includes serious and challenging music classes, unique performance opportunities, as well as mentoring, tutoring, and leadership development.

**SECURITY:** The Stax Music Academy expects adequate security will be provided. Any behavior not appropriate for children and teenagers will result in an immediate termination of the performance without a refund of the deposit and performance fees.

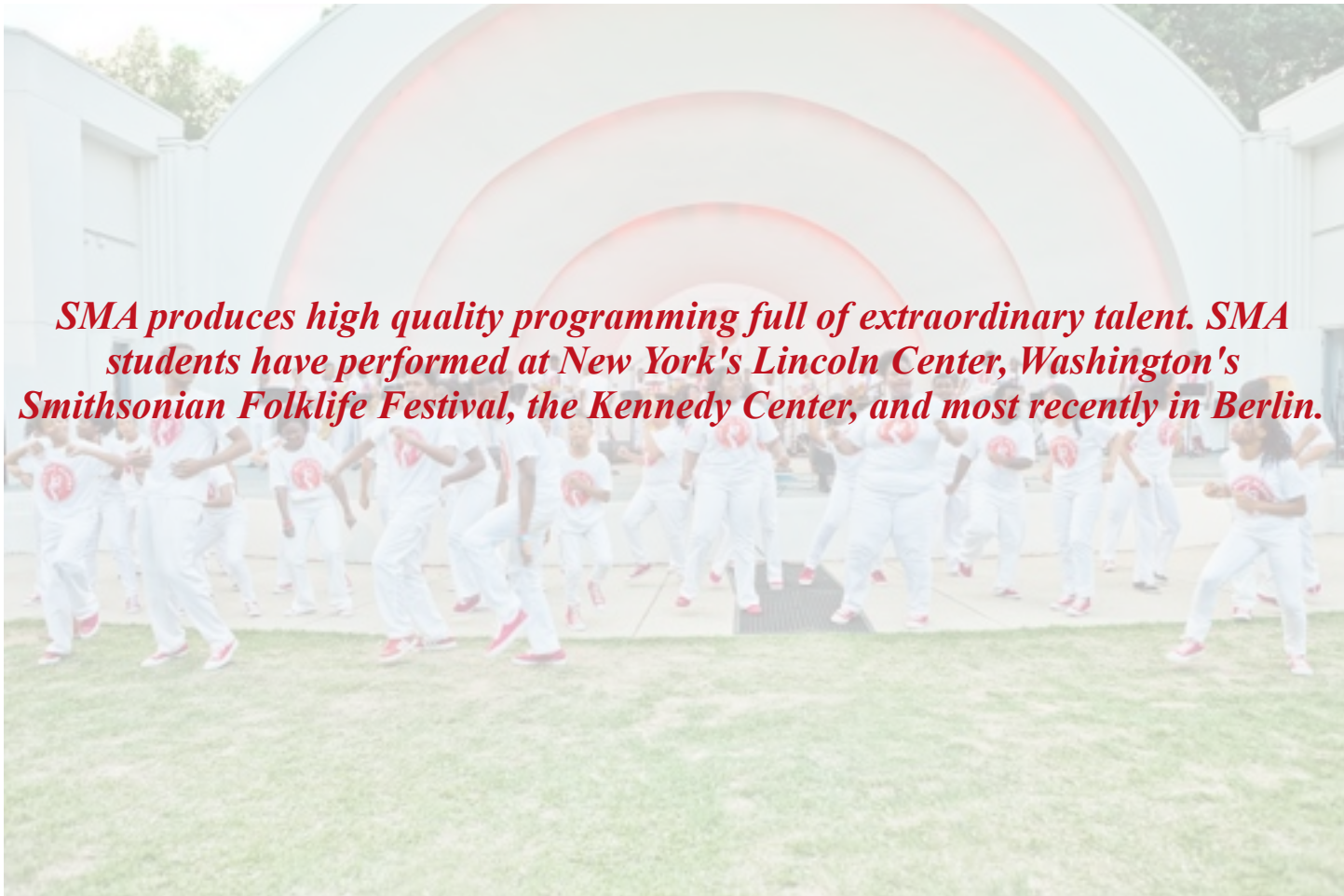
**EQUIPMENT:** Stax Music Academy requires that the host/sponsor provide backline as well as a PA system. If this equipment is not provided, the host will be charged an additional fee.

I agree to the above conditions. \_\_\_\_\_

\_\_\_\_\_

DATE                      Event Host/Sponsor Signature

Printed Name



.....  
Office Use ONLY

Accepted? \_\_\_\_\_ Date Accepted: \_\_\_\_\_ Fee: \$ \_\_\_\_\_ SMA Staff Initial \_\_\_\_\_ (confirms acceptance)

(Payments due no later than one week prior to performance date. Make Check/Money Order Payable: Stax Music Academy; Mail: Stax Music Academy, Attn: Ross Hurst, 926 E. McLemore Ave., Memphis, TN 38106)