



Carrick Ministries Foundation, Inc.
501 (c)(3) Non-Profit
15647 N. 51st Place / Scottsdale, AZ 85254 (888) 880-6874

Ground Tour Honorarium Event Agreement

Between (Church / venue): _____

(Street Address / City, State & Zip Code / Telephone)

and (Artist) **Julie Carrick** for:

Event Date: _____
(Day, Month, Date & Time)

Event Title: _____

You have chosen an Honorarium paid event. This is in addition to the travel/lodging/admin cost of \$385.
(When the weekend precedes the event it is included in the Honorarium.)

Please select 1, 2 or 3 day event. ___ 1 Day \$1500
 ___ 2 Day \$2450
 ___ 3 Day \$3250

Honorarium also includes morning sessions when chosen. Please indicate parish choice.
___ Yes Morning Session at _____ / ___ No Morning Session
(Start Time)

The Non-Refundable Travel and Administrative Fee is \$ 395.

A 20% Non-Refundable deposit of the Honorarium is also required to secure your date.

Total amount due with signed contract is \$ _____

\$ _____ is due when Artist arrives.

(This is the balance of the Honorarium \$ _____, and \$ _____ for meals.)

Venue Size _____ Pastor/ POC _____
(Seating Capacity)

Contact Person: _____
(Name, Email Address & After Hours Phone)

Requirements

It is necessary that your pastor(s) support this event with pulpit announcements. We will supply you with Posters and sample Bulletin/Pulpit announcements. We will also give you a jpeg file for Bulletin Inserts and use in social media. We ask that the pastor be available to give the artists a blessing just prior to the start of the event.

Sound System: Most Church systems are sufficient as long as they have 2 vocal microphones, full size tuned piano (an 88 key electric keyboard, with foot pedal, will suffice) and one additional standard microphone cable to be used for the Ipod that Julie will bring with and use. We have the necessary adapter for the Ipod & Direct Box. There must be a person to operate the sound system or, at minimum, be there for the set up to show the artist how to turn it on and make any adjustments. *(If need be we can bring in a Bose mini system from the tour bus.)*

Tour Bus / Motorhome Details: We will be traveling and lodging in a 40' Diesel Motorhome. Please reserve an area on the parish grounds near a Designated 20 Amp electrical outlet. (Note: The electrical outlet should not be used by any other appliance, devices etc. We will bring the appropriate adapters to plug our cabling into. 20 Amp is the minimum size we need. We are set to use 20, 30 or 50 amp and have connectors for all these sizes.) ~ If the parish has **Wi-Fi** available please provide the **Network Name & Password:** _____

Merchandise Table: In the vestibule / narthex area a table is needed for CDs / DVDs that will be sold. One volunteer is needed to assist in selling these items at the end of the event. The artist will set-up, explain and help with the sales. We will be accepting Visa, MC & Discover credit cards with a very simple machine, as well as checks and cash. This table will be used after all Masses if the date includes the Liturgical Celebrations.

Artist Needs: 4 bottles of water at room temperature, 2 small bottles of juice. (Any fruit is fine but please 100% juice. No artificial sweeteners. The least expensive are Apple or Grape.)

Ushers: 2 Volunteers are needed who will seat the attendees.

Set-Up/Sound-Check Timeframe: The set up should be done 1 hour prior to the concert start time. Sound-Check should be done at this same time. After the Sound-Check and prior to the start time, it is requested that the pastor / responsible party have a time of prayer with artists and any who are assisting with the event.

Event in Conjunction with Parish Liturgies: When Artist is in the parish for a weekend, they will be there for all the weekend Masses. Artist will sing a prelude song as well as during the reception of Holy Communion. Also Artist will do a brief invitation for the event during the announcement time at each Mass. We will need a table set up for CD / DVD / Religious Articles sales after all Masses. For this ground tour the artist has an assistant for this. We will only need a person for table assistance after the event itself.



Julie Carrick
Artist / Contracted Presenter / CMF, Inc

Pastor / Venue Representative

Dated: _____

~ Please sign, date and return one original agreement to Carrick Ministries along with
Payment upon receipt. ~

If paying deposit / prepay amount with credit card, please fill in the required information:

Credit Card Number: _____ Expiration Date: _____

Name as is appears on credit card: _____ CVV2# _____

Billing statement address of Card-holder: _____

Total to be paid by credit card including 3% processing fee: \$ _____