

# friendly guidelines

- Return booking form by **Friday September 2** either by email, post or fax to ensure inclusion.
- Every effort will be made to satisfy demand. Flexibility may be required regarding dates.
- AOTNZ will provide transport, artists' daily allowance, promotional material, technical equipment, tour management and national/regional media exposure
- We strongly recommend that presenters initiate a local promotional campaign by distributing the e-cards, posters and flyers provided. It is your responsibility to forward our media release and photographs to your local media.
- A venue could be a theatre, community hall, marae, school hall, church, hotel, cafe, private home, art gallery or acoustically suitable place.
- In exceptional circumstances fees may be negotiated to take into account limited population, after agreement with artist or group.
- As the presenter, you will be expected to provide the venue, the agreed fee, and a brief report detailing ticket price, response to show and attendance.
- There is no cancellation fee outside four weeks of the commencement of the tour. However, within four weeks, a cancellation will require payment of a 50% penalty fee.
- All fees are exclusive of GST.

- Please call Steve Thomas at AOTNZ, at any stage, to clarify details of any arrangement.



Box 540, Christchurch,  
New Zealand

Phone: 03 366 6167

Fax: 03 382 0368

Mobile: 0274 386 154

e-mail: [aotnz@xtra.co.nz](mailto:aotnz@xtra.co.nz)

**[www.aotnz.co.nz](http://www.aotnz.co.nz)**

**Arts on Tour BOOKING FORM:** Please return by Friday, September 2nd. (Fax 03 382 0368) or post to: AOTNZ Box 540, Christchurch

TIME	ARTIST	PRICE	VENUE	SETUP TIME/ PROGRAMME LENGTH	CIRCLE SELECTION
February	Mundi	\$900+GST*	Any suitable music venue	2hrs/2hrs	YES/NO
March	Fiona Pears	\$1,500+GST*	Any suitable music venue	2hrs/2hrs	YES / NO
April	Hot Pink	\$800+GST*	Any suitable music theatre venue	3hrs/2hrs	YES / NO
May	Boomers Behaving Badly	\$1,000+GST*	Any suitable music venue with piano	3hrs/1.5hrs	YES / NO
June	The Intricate Art of Actually Caring	\$800+GST*	Any suitable community hall	3hrs/70 mins	YES / NO
July	Silent Night	\$1,000+GST*	Any suitable community hall or theatre venue	3hrs/1hr	YES / NO
August	String Wizardry Extraordinaire	\$800	Any suitable hall or theatre venue	2hrs/2hrs	YES/NO
September	Gimel on Tour	\$950+GST*	Any suitable music venue or theatre	3hrs/2hrs	YES / NO
October	Do or Di	\$900+GST*	Any suitable music venue or theatre with upright piano on stage	3hrs/2hrs	YES / NO
November	Home	\$1,000+GST*	Any suitable music venue or theatre with upright piano on stage	3hrs/2hrs	YES / NO

(\*Or 70% after costs, whichever is greater) Extra Menus and Forms available at: [www.aotnz.co.nz](http://www.aotnz.co.nz)

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Ph/Fax: \_\_\_\_\_

email: \_\_\_\_\_ On behalf of: \_\_\_\_\_ PTO for guidelines...