

# TRUE BLACK HISTORY MUSEUM

## CONTRACT RIDER

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### Additional Contract Provisions:

1. PURCHASER to provide 2 bottles of non-carbonated water at the Arrival Time.
2. PURCHASER to provide 1 student to assist in both load in & load out of equipment at the Arrival Time.
3. PURCHASER to provide a designated parking area to accommodate a full size vehicle (mini van).
4. PURCHASER to provide Eleven (6 foot) rectangular tables with black table covering and skirting (cotton or satin- no plastic) with sufficient space for visitors to walk through the exhibit without obstructions.
5. PURCHASER to provide 1 projector with screen and sound with internet access in the exhibit area.
6. PURCHASER to provide 1 podium with microphone, 1 computer (laptop) for PowerPoint on thumb drive, 1 projector with screen and sound, in the lecture area.
7. If the PURCHASER is to provide the hotel room, we ask for the following:
  - a) Hotel Room must be reserved at one of the following acceptable, national hotel chains: Hilton, Marriott and Marriott affiliated hotels, Hyatt, Double Tree, Embassy Suites, Crowne Plaza, Hampton Inn, Radisson, Sheraton, Westin, Wyndham, Holiday Inn and Holiday Inn Express ONLY. If one of these national chains is not available in your community, please note that the artist requests a hotel buyout equal to the amount you would normally pay for a hotel to be added to the Artist Payment. Please contact your Agent at The College Agency immediately if you do not have the ability to house the artist at one of the above listed hotels.
  - b) Hotel room door must not open to the outside, but rather the inside hallway or lobby of the hotel.
  - c) Hotel room must be reserved at a hotel that is located in an area of the town/city where someone can safely walk to nearby restaurants, stores, etc.
  - d) Hotel must have high-speed Internet access.
8. Video or audio recording of any kind of any part of the exhibition or presentation is strictly prohibited without written consent of Fred Saffold and The College Agency.

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Acceptance. We acknowledge and confirm that we have read and approved the terms and conditions set forth in this rider as deemed by our signature below.

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Signature of Purchaser

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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Agent – THE COLLEGE AGENCY / ph. (651) 222-9669