

Concert Advance & Offer Sheet - Abbey Arts Presents, SEATTLE WA

Date	1/1		
Artist Names - exact lineup as it will print	Default Abbey show		
Details	All ages, mostly seated, bar w/ ID		
Location	@Fremont Abbey- 4272 Fremont Ave N		
Time	7:30 show, 6:30p doors		
Load In	4p unless noted		
Sound Check	4:30 headliner, 5:30 support unless noted		
Set Times	Set times TBD (defaults below) 3 bands -- 7:30 opener (25m), 8:05 middle (40m), 8:45 intermission, 9:00 headliner (60 min) 2 bands -- 8:00 opener, 8:45 intermission, 9:00-10:00 headliner 2 bands -- 7:30 opener, 8:15 intermission, 8:30-10:00 headliner		
Deal	80% of ticket sales after *Agreed Expense (inclusive of support) 5% bonus at 200 sold		
Agreed Expense	\$200		
Breakdown of actual expenses:	Admin: staffing & prep work: \$100 Marketing: PR, promo, ads, printing: \$75 Event Staffing & Tech: \$328 Hospitality: \$25 Door staff (volunteers): \$0 Support / Other: \$0 Actual Expense: \$528		
	<i>Potential walkout:</i>		
Headliner Split	85%	\$3,604	w bonus
2nd Act Split		\$0	
3rd Act Split		\$0	
Abbey Arts	15%	\$636	
NET	100%	\$4,240	
Estimated Sales	Ticket Cost	est. #	\$
General Advance Price	\$17	180	\$3,060
Student Advance Price	\$15	20	\$300
Day of Show**	\$20	30	\$600
Premium/Reserved Front 2 Rows	\$24	20	\$480
Meet & Greet		0	\$0
	GROSS	250	\$4,440.00
	Expenses		\$200.00
	NET		<u>\$4,240</u>
**Minus 3% from box office credit sales for credit processing fees			

Venue	@Fremont Abbey- 4272 Fremont Ave N
Curfew	9:59PM SHARP if loud bands 10:30 otherwise
Parking	Abbey load zone on corner of 42nd/fremont (look for yellow curb). Headliner can leave vehicle in load zone. Usually room for van. Other load zone in front 30 min limit til 6pm. Free street parking. Do not block sidewalk cutout for wheelchairs.
Phone	House Manager/onsite: 206-414-8325 text preferred / If no response & urgent matter: Nathan cell 360.303.4303"
Contacts	Advancing: production@fremontabbey.org / booking@ / promo@ / boxoffice@ /counts@
House mgr	Provided by Abbey Arts, day of show contact via 206-414-8325
Backline/misc equipment	Grand piano upstairs , spinnet downstairs. Piano Tuning is \$150 extra fee if requested by artist. 1 guitar amp available 5 music stands, 5 guitar stands

P.A. & Lights	Abbey Arts provides PA / basic lighting, Shure/Sennheiser mics, assorted mono DI boxes, etc. Basic show lights, wash with some color. Upstairs: 3 way PA system. Midas M32r (32 in / 8 out). Up to 7 monitors. Downstairs: 16 channel Allen and Heath mixer, basic outboard compression and EQ (2 mains, 4 monitor mixes)
Tech Staffing	Abbey Arts provides a qualified sound tech unless otherwise arranged, Please notify 30 days in advance if bringing FOH tech so we can plan our staffing accordingly. No phone contact. production@fremontabbey.org
Exclusion	Unless arranged, no other public shows in Seattle area (30 miles of 98103) within 45 days for touring acts, 20 days for local acts (or not promoted till after this date).
Tickets	www.abbeypresents.org (Eventbrite & facility fees paid by ticket buyer)
On-sale date	On-sale date & Fan Presales: -- Onsale typically within 2-5 business days of show confirmation unless noted.
Fan / presales	-- Fan site presales - Generally not allowed unless approved in writing. If doing a fan presale, please fill in ticketing info from this doc and paypal payment to arts@fremontabbey.org - CC guest list names to boxoffice@fremontabbey.org at least 48 hours prior to show.
TERMS	-- See Contract (contract signatory is Nathan Marion)
PAYMENT	Fremont Abbey business check at the completion of performance (no wires or certified checks, sorry). Abbey House Manager will settle with artist/band. Admission/Sales/State Taxes not applicable. We generally do not send deposits. If sending deposit, it will be via check.
\$\$ Getting paid	<i>If band business name (and properly filled in W9 form) is not received one week in advance of show then payment will be sent at a later date.</i>
Capacity	250, approx 180 seated most shows + Gallery potentially for live video feed (100) <i>Note: Shows generally are in our 1st floor Gallery space unless agreed upon in advance, or on some shows with pre-sales are over 75 the day before, we will upgrade to Great Hall at Abbey staff discretion.</i>
Green Room	<i>Green Rooms available for bands, restaurant/bars/coffeeshop across street</i>
Highspeed Wifi	FremontAbbey / Password: "creative"
Liquor Policy	<i>If the show has no bar for audience, artist Alcohol must stay in a non clear cup on stage or in green room only.</i>
Hospitality	Water/tea/light snacks such as chips & dip, fruits, veggies, granola bars, etc. provided / hospitality and rider requirements typically extra. Seattle does not support bottled water due to waste, we use glasses by default.
Merch	No % taken by venue if artist sells /// greater of 10% or \$50 if Abbey staff sells - must be arranged in advance. If mailing merch - send to Fremont Abbey, but allow at last 3-5 business days before show date in case of shipping problems.
Guest List	Pending approval by Abbey Staff & contracts - Defaults are 2 per onstage performer (as part of overall capacity) / 10 max guests per band for headliner act / limits may apply for openers
Policies	<i>Safe for all-ages (no excessive profanity), No racism, violence, hate speech, etc. as per Abbey Respect Policy. This event is advertised as all-ages.</i> <i>NOTE: All artists must agree to abide by the Abbey Arts Respect Policy - www.fremontabbey.org/respect - Please Read before confirming show</i>
Volume Limit	Volume levels to comply with City Noise Ordinance at 10pm (no loud rock/drums/guitars/bass/etc.) and safety levels for acoustic spaces. Must stay under DB 95 at Abbey staff discretion. <i>Note: Our Tech is fully authorized to go onstage before or during a show to return amps to proper volume if bands turn up past safe limits.</i>
Venue promo agreement	10,000+ person email list, website (~6,000 visits/month), social posts including facebook (7550+), twitter (2355+), Instagram (2300+), Google ads (\$100+ budget per day across our events), some print flyers & posters, press release to local media outlets/blogs, some ads depending on show, etc.
Artist promo agreement	By confirming the show artist agrees to: Full promotion including send posters (30-50 printed + digital JPG), social media posts - at least 2 or more per week in the month leading up to show, website, emails to press, attempt at radio in-studio or promo, personal invites, email newsletter, etc.
Posters	Headliner - send 30-50 posters to Fremont Abbey, 4272 Fremont Ave N, Seattle, 98103
	<i>NOTE: though the building is an old church, Abbey Arts is an independent non-religious non-profit agency. This is not a "church event". Please check out our About page & history.</i>