

Agency-to-Agency Booking Agreement

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HOW TO USE IT

Fill in every **[BLANK]**. Where you see ☐ options, keep the ones you want and strike the rest.

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For education only. This template is general information, not legal or tax advice, and not a lawyer-drafted document. C4E Talent is a talent agency, not a law firm, and using this template does not create a lawyer-client relationship with anyone. Law and tax rules change and differ by state and country. Have a lawyer or chartered accountant review it for your situation before anyone signs. You use it at your own risk.

1 The parties

- 1.1 This agreement is made on **[DATE]** between **[EVENT AGENCY NAME]**, of **[ADDRESS]** (the "Event Agency"), and **[ARTIST'S AGENCY NAME]**, of **[ADDRESS]** (the "Artist's Agency"), for the performance of **[ARTIST NAME OR STAGE NAME]** (the "Artist").
- 1.2 The Event Agency is engaged by ☐ **[END CLIENT NAME]** ☐ a client it will name to the Artist's Agency in confidence (the "End Client").

2 The event and the performance

- 2.1 The event is **[EVENT]** on **[DATE]** at **[VENUE, CITY]**, for about **[NUMBER]** people. The Artist will perform **[FORMAT]** for **[DURATION]** minutes, starting at about **[TIME]**, in **[LANGUAGE]**.
- 2.2 The terms in clauses 2, 5, 6, 7 and 8 of the Artist Booking Agreement on c4etalent.com (the performance, travel, stage, content and recording) apply between the Event Agency and the Artist's Agency as if the Event Agency were the Client, unless this agreement says otherwise.

3 Fee

- 3.1 The Event Agency pays the Artist's Agency a fee of **[AMOUNT]** (the "Net Fee"), plus GST if the Artist's Agency is registered, plus travel and stay under clause 5 of the Artist Booking Agreement.
- 3.2 What the Event Agency charges the End Client is its own business. The Artist's Agency will not ask, and the Event Agency need not disclose it.

4 Payment

- 4.1 The Event Agency pays an advance of [50]% of the Net Fee within [3] working days of signing, and the balance ☐ before the performance ☐ within [15] days after the Event.
- ☐ Payment does not depend on the End Client paying the Event Agency.
 - ☐ The Event Agency may pay the balance within [7] days of the End Client paying it, but no later than [45] days after the Event in any case.
- 4.2 Late payment carries interest at [1.5]% a month from the due date.

5 The brief

- 5.1 The Event Agency passes on the End Client's brief, off-limits list and run of show in writing by [DATE], and arranges any briefing call the Artist needs with the End Client.
- 5.2 The Artist's Agency is not responsible for anything that goes wrong because the brief was late, incomplete or wrong.

6 The End Client and the venue

- 6.1 The Event Agency is responsible to the Artist's Agency for the End Client's conduct, the venue, its permissions and the safety of the audience, as if they were its own.
- 6.2 The Event Agency's event lead on the day is [NAME AND PHONE]. The Artist takes instructions only from that person.

7 How the Artist is presented

- ☐ The Artist may be presented to the End Client as booked by the Event Agency, without naming the Artist's Agency.
 - ☐ The Artist's Agency is named as the Artist's representative.
- 7.1 The Artist will not hand out the Artist's Agency's or the Artist's own business cards or booking details to the End Client or its guests at the Event, and will refer any booking enquiry made there to the Event Agency.

8 No bypassing, either way

- 8.1 For [12] months after the Event, if the End Client books the Artist through the Artist's Agency or the Artist directly, without the Event Agency, the Artist's Agency will pay the Event Agency [10]% of that booking's fee.
- 8.2 For [12] months after the Event, if the Event Agency books the Artist without going through the Artist's Agency, the Event Agency will pay the Artist's Agency its usual commission on that booking.
- 8.3 There is no other penalty. Nothing in this clause stops anyone working with anyone.

9 If the End Client cancels

- 9.1 If the Event is cancelled or moved, the cancellation scale in clause 9 of the Artist Booking Agreement applies between the Event Agency and the Artist's Agency, whatever the End Client has agreed with the Event Agency.

10 If the Artist cannot perform

- 10.1 If the Artist cannot perform, the Artist's Agency refunds every payment within [7] days, pays any non-refundable travel the Event Agency booked, and ☐ offers a replacement of similar standing and fee for the Event Agency to accept or refuse.

11 Confidentiality

- 11.1 Each agency keeps confidential the other's fees, margins and client names, during this agreement and after it.

12 Tax

- 12.1 Each agency invoices the other on its own GSTIN where registered. The Event Agency deducts TDS where the law requires and issues the certificate on time.

13 Disputes and the law

- 13.1 This agreement is governed by the laws of [INDIA / THE UAE, EMIRATE OF [EMIRATE]]. The courts at [CITY] have jurisdiction.
- 13.2 If a dispute arises, the agencies will first talk for [15] days. ☐ If that fails, it goes to arbitration by a sole arbitrator in [CITY].

14 General

- 14.1 This agreement and any attached copy of the Artist Booking Agreement are the whole agreement about the Event. Changes count only if both agencies confirm them in writing, including by email. It may be signed electronically. If any clause is unenforceable, the rest stands.

Signatures

Event Agency

Artist's Agency

SIGNATURE

SIGNATURE

FULL NAME

FULL NAME

DATE

DATE

Artist, confirming the booking

SIGNATURE

FULL NAME

DATE