



# Agreement for Orchestra Musician Services: 2024-2025 Performance Contract

The following is a contract between the Mid-Columbia Symphony, hereinafter referred to as “MCS,” and the signee, hereinafter referred to as “Musician.” The regulations presented below are derived from our Orchestra Policy Manual, a copy of which is available upon request to our email (concertmanager@midcolumbiasymphony.org).

## Musician Information:

### Name:

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

### Address (mailing):

Street/POB: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip: \_\_\_\_\_

### Phone:

Cell (used for texts): \_\_\_\_\_

Home: \_\_\_\_\_

Alt.: \_\_\_\_\_

### Email:

Primary email: \_\_\_\_\_

Alt. email: \_\_\_\_\_

### Instrument/(Section?):

Primary: \_\_\_\_\_

Secondary: \_\_\_\_\_

Section (if applicable): \_\_\_\_\_

## Musician Preferences:

Music delivery (select 1):

Hard Copy (printed)

Soft Copy (electronic, pdf, etc.)

Communication preference (select 1):

Email

Text (via cell)

Phone call

Travel stipend guidelines (select 1 - travel stipend maximum is \$100):

No travel stipend

25-50 miles \$30

50-100 miles \$65

100+ miles \$100

Lodging assistance (select 1):

Not required

Request homestay

Request hotel

Special Requests: \_\_\_\_\_

## Instructions

Please complete all “Musician Information“ sections.

**Name:** Use your full name as you would like it to appear in the program.

**Address:** Please enter your mailing address. This address will be used to send you items such as music.

**Phone:** Cell (text or voice) will typically be used by the MCS for time critical contacts.

**Email:** Email is typically a primary contact mechanism. Ensure that this information is correct.

**Instrument:** An example of a secondary instrument could be a piccolo for a flautist or a viola for a violinist. “Section” can refer to violin I or violin II.

**Music delivery:** Electronic delivery of music is now an option. Note that some music licensing restrictions may prevent music distributions in this format.

**Communication preference:** Select this to help ensure that we can reliably communicate with you.

**Lodging assistance:** If possible, consider homestay as an option. You can enjoy the company of a music enthusiast while conserving Symphony funds.

**Travel stipend:** Select one of the available travel reimbursement options. Maximum travel stipend is \$100.

**Special requests:** This can include any special request or assistance that you would like the MCS to provide.



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## Performance/Rehearsal Contractual Commitment and Lodging Request

**Instructions:** Please select the rehearsal/concert dates you are able to attend plus indicate your lodging requirements. Section 1 on the following page provides additional instructions.

### Concert 1 - Attendance Commitment: “Celebrate America, Take Two!”

Attendance:	Yes	No	Date:	Time:	Location:	No Lodging	Homestay	Hotel
Rehearsal			10/17/24	7:00pm-9:30pm	Sunset Gardens			
Rehearsal			10/18/24	7:00pm-9:30pm	Richland HS Aud.			
Dress			10/19/24	10:00am-12:30pm	Richland HS Aud.			
Concert			10/19/24	7:30pm-10:00pm	Richland HS Aud.			

### Concert 2 - Attendance Commitment: “Holiday Cheer”

Attendance:	Yes	No	Date:	Time:	Location:	No Lodging	Homestay	Hotel
Rehearsal			12/19/24	7:00pm-9:30pm	Sunset Gardens			
Rehearsal			12/20/24	7:00pm-9:30pm	Sunset Gardens			
Dress			12/21/24	10:00am-12:30pm	Richland HS Aud.			
Concert			12/22/24	3:00pm-5:30pm	Richland HS Aud.			

### Concert Attendance 3 - Commitment: “Tchaikovsky’s Final Masterpiece”

Attendance:	Yes	No	Date:	Time:	Location:	No Lodging	Homestay	Hotel
Rehearsal			1/30/25	7:00pm-9:30pm	TBD			
Rehearsal			1/31/25	7:00pm-9:30pm	TBD			
Dress			2/1/25	10:00am-12:30pm	TBD			
Concert			2/2/25	3:00pm-5:30pm	TBD			

### Concert 4 - Attendance Commitment: “Side-by-Side”

Attendance:	Yes	No	Date:	Time:	Location:	No Lodging	Homestay	Hotel
Rehearsal			3/27/25	7:00pm-9:30pm	TBD			
Rehearsal			3/28/25	7:00pm-9:30pm	Richland HS Aud.			
Dress			3/29/25	10:00am-12:30pm	Richland HS Aud.			
Concert			3/29/25	7:30pm-10:00pm	Richland HS Aud.			

### Concert 5 - Attendance Commitment: “Mahler's Symphony No. 2 'Resurrection”

Attendance:	Yes	No	Date:	Time:	Location:	No Lodging	Homestay	Hotel
Rehearsal			6/12/25	7:00pm-9:30pm	Richland HS Aud.			
Rehearsal			6/13/25	7:00pm-9:30pm	Richland HS Aud.			
Rehearsal			6/14/25	10:00am-12:30pm	Richland HS Aud.			
Dress			6/14/25	7:00pm-9:30pm	Richland HS Aud.			
Concert			6/15/25	3:00pm-5:30pm	Richland HS Aud.			



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1. All Musicians are allotted no more than one missed rehearsal per concert. Substitute (non-seated) musicians please *select* those concerts you are available to perform. For substitute players, concert selection does not guarantee that the player will be contracted for all listed (requested) concerts. The concert manager will notify you of contract opportunities as soon as they become available.
2. For the services detailed herein, MCS agrees to pay the Musician a flat rate of \$70.00 for each performance and each rehearsal, \$75.00 for Seated musicians, or \$95.00 for Principal Chairs, and \$110.00 for the Concertmaster. Musicians living beyond a 25-mile radius from the Tri-Cities are eligible for travel reimbursement up to a \$100 limit (see "Travel Stipend Guidelines" in the "Musician Preferences" section, page 1). The Musician may receive two complimentary tickets to each employed performance, subject to availability.
3. The Musician is required to complete a W-4 form if one is not already on file. This is a requirement for all musicians
4. The Musician agrees to be financially liable for any physical music copies provided by MCS. This includes any fines MCS incurs for lost, late, or damaged music. Music markings will be made with *pencil only*.
5. The musician shall attend the first and each rehearsal fully and professionally prepared to play the defined program to the complete satisfaction of the Mid-Columbia Symphony conductor so as to promote the highest of musical standards for the Mid-Columbia Symphony.
6. The Musician agrees to allow MCS unrestricted rights to broadcast or re-broadcast visual and audio recordings without additional compensation.
7. The Musician agrees to allow MCS to use their name, image and other likenesses for performance-related advertising, promotion and media campaigns.

### **Cancellation**

8. The Musician reserves the right to cancel an agreement for a given concert cycle without obligation upon written notice to the MCS prior to 45 days from the affiliated performance date.
9. MCS reserves the right to cancel or alter an agreement for a given concert cycle without obligation upon written notice to the Musician prior to 30 days from the affiliated performance date. Alterations will be made in good faith to the Musician - nominally to hours of service and venue location, and not dates of business. Cancellations made by the MCS within this 30-day period will result in a \$100 reimbursement to each musician whose contract was received and accepted before the cancellation's date of announcement.
10. If in the event of an unanticipated emergency (e.g., act of God) it becomes impossible to carry out a scheduled rehearsal or performance, the MCS will have the right to cancel services without remuneration for services during the condition necessitating such cancellation.



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## Public Health

11. To protect your fellow musicians from infectious diseases and to protect the symphony from last minute illnesses that decimate attendance at a concert, musicians may not attend rehearsals or performances if suffering from symptoms of infectious respiratory illness such as cold or influenza, or symptoms of life-threatening diseases of any kind.

## Signature

I acknowledge that I have read, understand and agree to the terms of this agreement as previously detailed.

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Musician Printed Name

Musician Signature

Date

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William L. Kuhn

8/15/2024

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MCS Board of Trustees

Signature

Date