

Boulder Community Media Event Co-Production Agreement

Whereas, _____ (Event Organizer) seeks co-production for a production, private or community activity (event) from Boulder Community Media (BCM) for the following:

Event Title:

Name of Insured:

Address of Insured:

Event Date, Time Place:

The Event Organizer and BCM agree to produce and promote the program listed above as follows:

Event Organizer agrees to:

- Program Coordination: Responsibilities include coordination of the entire event and will serve as the individual(s) in charge prior to and on the day of the event.
- Financial management: Responsibilities include all financial transactions as a result of the event.
- Facility arrangement: Responsibilities include facility reservation, equipment, ticket sales, security and clean up.
- Production: Responsibilities include load-in/out, setup, and backstage help.
- Promotion: Responsibilities include contacting print and electronic media, posters, flyers, invitations as "Boulder Community Media (BCM) www.bouldercomedia.com"
 - If an event, acknowledge BCM in advertising and other collateral materials
 - If a production, acknowledgement BCM in the credits
- Event Hospitality: Responsibilities include catering, lodging, and travel arrangements of the performer(s).
- Hold BCM Harmless: hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless BCM, its officers, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorney's fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission of the Event Organizer, its employees, or its agents, in applying for or accepting funds, in expending or applying the funds furnished pursuant any conditions on funding, or in carrying out the program or project to be funded or financed by funds raised.
- Insurance: Event Organizer must notify BCM with the name, address and phone number of the company/individual requesting to be additionally insured.

BCM agrees to:

- Liability Insurance Coverage: BCM upon receipt of signed Agreement and \$100.00 (One Hundred Dollars – Cash, Check, Money Order, Credit Card) are received by BCM.

Termination:

15) This Agreement may be terminated by:

- Event Organizer with or without cause ten (10) business days after Event Organizer provides notice (in writing) of such termination to BCM – any fees paid by Event Organizer ARE NOT REFUNDABLE;
- BCM with or without cause ten (10) business days after BCM provides written notice of such termination to Event Organizer – any fees paid by Event Organizer ARE NOT REFUNDABLE

BCM Address:

Boulder Community Media

P.O. Box 994

Boulder, CO 80306

Event Organizer Address:

IN WITNESS WHEREOF, the parties have executed this Agreement effective at such time both parties sign it.

Event Organizer Name:

Boulder Community Media (BCM):

Signature and Date:

Address:

Signature and Date:

P.O. Box 994 – Boulder, CO 80306

Phone:

Phone: 303-910-5782

Email:

Email: bvet22@yahoo.com