

Thoughts on Designing an Invitation Agreement Between Guest Musicians and Unity/New Thought Centers and Churches

By Reverend Leddy Hammock

A signed twelve-point agreement could confirm the planned performance/presentation date(s).

1. Agreement to advertise in advance in preparation for event. (Sample press release might be shared.)
2. Agreement to give enthusiastic and accurate introduction at event. (Sample script for introduction might be included: contact information shared between artist and host staff.)
3. Agreement as to required technical support (PowerPoint, microphones, etc.).
4. Agreement as to sound-check and set-up date and time.
5. Agreement as to selections for Sunday service(s), and placement in order of service.
6. Agreement as to honorarium for providing music in services (minimum: \$100-\$150 for special music; full guest speaker's honorarium for sermons in song that take the place of the lesson (\$150-\$200 for one service; \$300-\$350 for two services); additional \$50 per service if guest musician provides regular music for the service as well; \$200 each for two-member music teams, or as adjusted.)
7. Agreement as to how and when honorarium and percentages (below) are to be given (same day, within one week, check, payable to ..., etc.)
8. Agreement as to price/love offering guidelines for workshops/concerts.
9. Agreement as to distribution of income from events. (Recommendation for workshops or concerts: 60% to artist, 40% to church; 80% to artist, and 20% to church if support staff are volunteers and minimum technical support is required.)
10. Agreement that all income from artist's products goes to artist; a tithe from the artist (10% of total product sales) to hosting church would be welcome.
11. Agreement as to accommodations for artist (one or two nights in private space at home of congregant).
12. Agreement as to transportation (even a ride from the airport is much appreciated).

Over and above these guidelines, bottled water for the performance or service, and some provision for food (meals or snacks, beverages), either at the performance site, host-home or nearby restaurant when presentations span normal mealtimes is greatly appreciated—even a salad, fruit, or cheese and crackers is a welcome blessing!



PO Box 610, Lees Summit MO 64063
www.UnityWorldwideMinistries.org

1
tel: 816.524.7414 fax: 816.525.4020
info@unity.org

This agreement is to be signed (and dated) by a representative of the host church and the guest musician(s) with copies for both two months before the date of the planned presentation(s).



PO Box 610, Lees Summit MO 64063
www.UnityWorldwideMinistries.org

2
tel: 816.524.7414 fax: 816.525.4020
info@unity.org