

AACTFest Sample Adjudicator's Contract



CONTRACT FOR SERVICES AMERICAN ASSOCIATION OF COMMUNITY THEATRE

This contract made and entered into on _____, 200_, by and between the ____ (festival host)____, hereinafter referred to as “_xyz_”, and _____ (“Adjudicator”), is fully binding upon both parties to this Contract subject to ___ (location state of festival)___ statutes.

1. XYZ hereby contracts with Adjudicator, and Adjudicator hereby agrees to provide for XYZ, adjudication of all entries for the event known as the state or regional festival known as XYZFest'0__ (collectively “Festival”) at the time and place specified. This festival is scheduled for ___ (month, day)____, 200__. XYZ expects the adjudicator to arrive in ___ (fest site, state)___ on ___ (month, day)____, 200__.

2. Adjudicator is required as part of the adjudication process: to read all scripts provided prior to viewing the production of each script; to attend an orientation session prior to the opening session of the Festival; to present public adjudication (5 to 10 minutes in length - length to be confirmed at the Adjudicators' orientation session) immediately following the viewing of each production; and to participate in the selection process for awards.

3. In addition, at the Host Organization's request, Adjudicator agrees to conduct a workshop on a subject in the Adjudicators' area of expertise at a time and place to be determined during the Festival. The Adjudicator agrees to be available for conversation with participants of this festival, including attendance at social functions and the awards ceremony. However, Adjudicator is prohibited from discussing the productions with anyone, except as specified by the AACTFest Handbook (Cycle 2007 edition) (“Handbook”), until after the awards presentation ceremony.

4. Adjudicator may not be connected with a theatre that has a production in the Festival.

5. The Adjudicator has read, understands and agrees to abide by the Handbook - Section 5.00 - Adjudicators, attached hereto and made a part of this contract.

6. At the conclusion of the Festival, XYZ shall pay the Adjudicator an honorarium of \$____.00 for services stipulated and outlined in Sections 1, 2, 3, 4 and 5, above.

7. In addition, the Festival host shall provide lodging at the headquarters hotel; will pay the Adjudicator's reasonable meal expenses from the beginning of travel and return, ___ (Month, day)____, 200__; will provide transportation, by prior mutual written agreement, to and from and the Adjudicator's home location; and also all transportation during the Festival to and from workshop and performance sites; and provide complimentary admission to all social and meal events during this period.

8. Adjudicator agrees to furnish XYZ no later than ___ (month, day)____, 200__, a publicity photo and resume/bio for purposes of promoting XYZFest'0__, and agreeing to the use of said photo and information contained in the resume as part of the XYZFest'0__ promotional materials.

9. This Contract for Services will be considered an offer until signed by all parties thereto. Such offer may be withdrawn by XYZ if not signed by Adjudicator and returned to XYZ on or before ___ (month, day)____, 200__.

10. Either party may terminate this agreement herein by giving a minimum of six weeks prior written notice to the other.

Please indicate agreement by signing below.

Signed: _____
Adjudicator
Dated: _____

Signed: _____
XYZ (title)
Dated: _____