



© 2008

**SAMPLE WORK FOR HIRE AGREEMENT**  
**NOT FOR INDIVIDUAL USE**

**between**  
**PUBLICIST**  
**and**  
**ARTIST/PRODUCING ORGANIZATION**

This Work for Hire Agreement (this "Agreement") is made effective as of DATE by and between **ARTIST CLIENT - address and phone # - and PUBLICIST - address and phone #**. In this Agreement, the party who is contracting to receive the services shall be referred to as "**ARTIST**" and the parties who will be providing the services shall be referred to as "**PUBLICIST**."

**1. DESCRIPTION OF SERVICES.**

Beginning on **DATE** and ending on **DATE** "**PUBLICIST**" will provide the following services (collectively, the "Services"):

a. Publicity and media relations services for "**TITLE**" **concert** on **DATE & TIME**  
Publicity services beginning **DATE** through **DATE**.

Services listed in Appendix A (attached).

**2. PAYMENT FOR SERVICES.**

- A. "**ARTIST**" will pay compensation to "**PUBLICIST**" for the Services in the total amount of \$ **FEE** between **THESE DATES** (see item 2 C.)
- B. This compensation shall be due and payable as: **TERMS & DATES DUE FOR PAYMENT**.
- C. Services to be provided are outlined in Attachment A.

**3. ENTIRE AGREEMENT.**

This Agreement contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written.

**4. SEVERABILITY.**



© 2008

If either party finds it necessary to terminate this agreement before the closing date of the contract, **DATE**, the party must notify the other in writing within 15 days of the termination date. All fees due for services performed up and until the date of termination will be payable in full within 30 days of the date of termination. Should the termination date fall within the middle of a month, **PUBLICIST** will be paid a pro-rated fee according to the percentage of days in the month that have passed at that point in time.

Party contracting services:

**ARTIST**

By: \_\_\_\_\_ Date \_\_\_\_\_

NAME

**ADDRESS & TEL #** \_\_\_\_\_

Service Provider:

**PUBLICIST**

By: \_\_\_\_\_ Date \_\_\_\_\_

**ADDRESS & TEL #**



© 2008

## APPENDIX A

<p style="text-align: center;"><b>PUBLICITY &amp; MEDIA RELATIONS SERVICES PROVIDED by PUBLICIST on behalf of ARTIST DATES OF SERVICE</b></p>
-------------------------------------------------------------------------------------------------------------------------------------------------------

### **Scope of Work**

#### **PUBLICITY CAMPAIGN FOR ARTIST at VENUE, DATE**

#### **PUBLICIST DELIVERABLES:**

- A. Write Press release & disseminate via fax, mail and email
- B. Develop targeted media list for press kit mailing
- C. Follow-up calls, correspondence and emails to targeted media
- D. Write and disseminate pitch letters to targeted media for advance coverage and review requests for concert including music and Latino/a publications
- E. Propose media sponsorships
- F. Request radio interviews and ticket giveaways
- G. Arrange for interviews via the clients contacts on radio, TV & print
- H. Press tracking provided for press garnered- due END OF CONTRACT

#### **CLIENT AGREES TO:**

1. Provide PUBLICIST with information on all artists involved in CONCERT including: bios, mission statement, program information including titles and description of pieces to be performed, reviews and articles, CDs with publicity photos (300 dpi jpegs on CD), CDS of the music and promotional DVDs if available prior to DATE OF START OF CONTRACT.
2. Provide wish list and personal and new media contacts to PUBLICIST

#### **FEES AND PAYMENT SCHEDULE**

\$FEE for PR service (See outlined duties above) plus related expenses (duplication, CDs, faxes, messenger, postage, supplies).

#### **PAYMENT TERMS (two or three payments):**

- First payment of \$ AMOUNT due at project inception and signing of letter of agreement by START DATE.
- Second payment of \$AMOUNT due DATE
- Third payment due upon completion of PR campaign on END DATE with final press tracking.