

**LEANNE BENNION**

**LBHARP LLC**

[www.lbharp.com](http://www.lbharp.com)  
[leannebennion@gmail.com](mailto:leannebennion@gmail.com)  
801-631-8053  
P.O. Box 13086,  
1343 W IRVING PARK RD  
CHICAGO, IL 60613

Contract for Harp Service

**Terms of Agreement**

Agreement entered this \_\_\_\_\_ day of \_\_\_\_\_ 2024 by and between LeAnne Bennion, hereinafter referred to as the Artist and \_\_\_\_\_, hereinafter referred to as the Client. It is mutually agreed between two parties that the Artist agrees to perform for the following:

**Date(s) of Event:**

**Time of performance(s):**

**Location of event:**

**Client Contact information:**

**Bride:**

Email:

Phone:

**Groom:**

Email:

Phone:

**Event Planner:**

Email:

Phone:

**Fee for this service:** \_\_\_\_\_

\$90 deposit

Remainder of \$ \_\_\_\_\_ to be paid in full on the Date of Event

The \$90 non-refundable deposit fee, which goes towards payment of the service fee, is required to reserve the date with the Artist. Once the deposit fee is paid the Artist will reserve the date for the client.

Payment can be made by Zelle (ID: [leabennion@gmail.com](mailto:leabennion@gmail.com)) or Venmo (@LeAnneBennion). Cash or check is accepted (mailed to the P.O. Box listed at the top of the Agreement) and if needed a credit card can be processed over the phone with a \$25 fee.

**Cancellations within 30 days of the event will be charged in full. Any changes to this contract must be requested 30 days prior to engagement. If any circumstances arise where the Artist is unable to fulfill the obligation due to illness, acts of God, etc., the Artist will do all that is possible to find a qualified substitute.**

**Additional terms:**

Parking: The Client will pay for all the parking expenses of the Artist for the event. In heavy traffic venue locations valet parking is preferred.

Stairs: The Artist will not move the harp up or down more than six (6) stair steps to reach the performance space. If more than six stairs are necessary to reach the performance space the Artist must be informed at the time of signing the contract. If ample help is provided the Artist may choose to move the harp up more than six stairs. If the Artist arrives at the venue the day of the event and there are more than six stair steps, the Artist reserves the right to decline a performance and will not issue a refund of any amount and will be owed any overtime payments immediately if accrued.

Refreshments: For jobs three hours or more refreshments shall be provided for the Artist(s).

Overtime and Late Start: Should the above stated event go beyond the contracted time, I authorize the Artist(s) to stay for overtime at the rate of \$150 per player per hour. After a grace window of 15 minutes, events that start later than the contracted time will also be charged at the rate of \$150 per hour late. If the event goes past the above contracted time due to late start and the Artist is unable to stay for the additional time the Artist retains the right to refuse a performance and will not refund any amount of payment.

Collaboration: The Artist may agree, if requested by Client, to collaborate with additional performers, but is under no obligation to do so unless expressly written in this contract. Collaboration may require additional rehearsals which will be charged at the rate of \$75/hour rehearsals held at the Artist's business address.

Payment timing: Full balance payment is due the day of the event or can be made up to a week (seven days) before the day of the event. Because of confusion surrounding some events including photographers, receiving lines, etc., and possible interruption of following festivities, the remainder amount must be paid before or (if permitting) during the performance. If payment is not made by the time the Artist leaves the venue a late fee will occur at \$25 per every additional day late including the day of the event. Payment can be made by Zelle (ID: leabennion@gmail.com) or Venmo (@LeAnneBennion). Cash or check is accepted (mailed to the P.O. Box listed at the top of the Agreement) and if needed a credit card can be processed over the phone with a \$25 fee.

**Outdoor Weather and Ground Conditions: The Client(s) agrees to the following:**

1. The Client(s) will provide a space at minimum of four feet by six feet to be made available for the harp and Artist. The space must be safe, level, stable, and shaded, and must be free and clear of loose dirt, debris, mud, standing water, dew, snow, sand, rubble, rocks, and mulch.
2. The client will make the space accessible to the harpist at least one hour before the scheduled start of the performance. If stairs are involved in accessing the space and no ramp or elevator is available, the Client(s) must make available one person to help lift the harp up the stairs. The Artist will need to be

advised at the time of booking if the harp needs to move up or down more than six (6) stair steps to reach the performance space. Any delays the day of the event caused by inaccessibility to the venue will result in overtime charges without refund. If access to the space requires crossing rough, unstable, or unsafe terrain or surfaces including but not limited to sand, cobblestone, gravel, or mud, the Artist retains the right to refuse a performance and will not refund any amount of payment.

3. The Client(s) will provide a stable, solid structure on which to place the harp and the Artist if no such area is available that meets the above requirements. Acceptable surfaces include intact plywood boards, rugs that lay flat and are not at risk of absorbing water on the ground, and tightly-packed concrete slabs.

4. In the event of moderate precipitation, direct sunlight exceeding one hour, and weather conditions where the Client chooses to remain at the original venue for the duration of the event, the Client(s) will provide, at least one hour before the event, a tall (7 feet or higher) event tent or comparable structure with closed sides that prevents precipitation from entering above or around it while meeting the above criteria.

5. The Artist reserves the right to declare the venue, site, structure, or surface unsafe or unsuitable if none meet the criteria above, and to refuse a performance. The Artist will not refund any amount of payment if an alternate site deemed suitable by the Artist is not provided.

6. On the date of the event, the Artist reserves the right to declare the weather unsuitable or unsafe for the harp or the Artist. Weather conditions include all forms of precipitation, winds in excess of 18 mph, temperatures (including but not limited to) above 85.0°F (29.4°C) or below 55.0°F (15.6°C), and direct sunlight for more than an hour. If a protective structure is ready and available and is deemed suitable by the Artist as meeting the above requirements, the Artist will set up and perform from within it. If the event is moved to an indoor, temperature controlled contingency venue within two hours of the performance, the Artist will relocate as soon as notified. If the Artist is notified of this venue change within two hours of the performance, the Artist will relocate as soon as notified. Any delays due to relocation within the two hours before the event start time will result in overtime charges to be paid immediately following the performance and the Artist will not refund any payment amounts. If the Client(s) chose to remain at the original venue for the event and do not provide a protective structure or contingency venue in the event of the above weather conditions, the Artist reserves the right to decline a performance and will not issue a refund of any amount and will be owed any overtime payments immediately if accrued.

The parties hereto have caused this Agreement to be effective as of the day, month and signed below.

	Client		Artist
By:		By:	
Name:		Name:	LeAnne Bennion
Date:		Date:	