

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1724158 **Vendor Name:** Better Creative Company, LLC

Check Details:

Check Number: 0353570 **Check Amount:** \$ 12,500.00 **Check Date:** 6/23/2026

Invoice Details:

Invoice Number: ELECTRIC-BAL **Invoice Date:** 6/15/2026 **PO Number:** NULL **Voucher Number:** V0942363

Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 2.21, Vendor Payment.

Date: _____ Vendor ID: _____ Vendor Name: _____

Payee Address: _____ Payment Due Date: _____

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
Total			\$

Check the appropriate box below:

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other Instructions:

All requests will require the following approvals:

Requester: _____ Print Name: _____

Budget Officer: _____ Print Name: _____

Requests \$10,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$10,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$25,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Check Request Form *(cont.)*

Processing a Check Request:

To expedite the processing of a check request, or other non-purchase order disbursement, the requesting department should:

1. Verify that the vendor intake process has been completed by the Procurement Office.
Payment cannot be made to a vendor until this process has been completed.
2. Complete and review this check request form and confirm that all relevant supporting documentation is attached including fully executed contracts, if applicable.
3. Ensure the payee information is complete and includes the vendor's Colleague ID number.
4. Ensure that the general ledger account number is included and correct.
5. Maintain a copy of the approved check request form for department records.
6. Submit the completed check request form to the Accounts Payable Office.

The check request form will be returned to the budget officer if the information is incomplete, not in compliance with College Policy, or if budget is not available.



ENTERTAINER SERVICES AGREEMENT – PLEASE SIGN AND RETURN ASAP
Today's Date: 12/16/2025

The purchaser, College of DuPage engages the artist Electric Avenue: The 80's MTV Experience through Ceylon Artist Management. The artist will perform the engagement as stated herein, upon all the terms and conditions set forth.

PRESENTER: College of DuPage

DATE OF PERFORMANCE: Thursday, July 16, 2026

PERFORMING ARTIST(s): Electric Avenue: The 80's MTV Experience

LOCATION: McAninch Arts Center, ~~Belushi Performance Hall~~, 4225 Fawell Blvd, Glen Ellyn, IL 60137,
Outdoor Venue [Lakeside Pavilion \(Belushi Performance Hall in the event of bad weather\)](#)

REPORT TO: Diana Martinez, martinezd59@cod.edu, 630-942-3007

TIME: 7:30 PM - 90 minutes with 20 minute intermission.

LOAD IN: TBD

WAGES AGREED UPON: \$14,000 + 6 rooms for 1 night of July 16, 2026

BACKLINE: Presenter agrees to provide a \$2,000 buyout made out to Better Creative Co. and paid at soundcheck day of show with final payment.

DEPOSIT: 25% or \$3,500 made payable to Ceylon Artist Management and sent to address on contract by upon signing.

PAYMENT: Final payment of \$10,500 made to Better Creative Co. and paid at soundcheck day of show, July 16, 2026

RADIUS CLAUSE: 30 miles, 90 days before and after.

HOSPITALITY: One meal is to be respectful of – No Chicken/Shellfish (allergy), One Vegetarian, One Gluten Free. If no meals available for the band...a buyout rate of \$40 per man (6 men) can be added to the balance check for final payment. Please inform Musician 48 hours prior to show day.

MERCH SALES: ~~30% if venue sells, 10% if artist sells.~~ TBD [See MAC Rider #27](#)

DRESSING ROOM: Please provide, secure, clean, lockable dressing areas for 7 people, with bathroom.

PROMOTIONAL MATERIALS: PLEASE USE PROVIDED PHOTOS OF ELECTRIC AVENUE.

In the event of Artist's inability to perform due to physical causes, sickness, accident, means of transportation, Acts of God, riots, strikes, labor difficulties, epidemics, any acts of any public authority or any other causes, similar or dissimilar, beyond Artist's control, there shall be no claim for damages by either party to this contract and Agency will make best efforts to procure an alternate date for the Purchaser. No substitution will be made unless one of the above conditions exists, and the Presenter authorizes the substitution. In the event the Purchaser cancels any performance less than 90 days before the date of such performance, and agent is unable to find an alternative booking for Artist, Purchaser will pay Artist half (50%) of the contracted amount. In the event that purchaser cancels any performance less than 60 days before the date of such performance, and Agent is unable to find an alternative booking for Artist, Purchaser will pay Artist full amount (100%) of the contracted amount. Covid-19 is not a viable cancellation reason unless a lock down is ordered by a Federal, State, or City ordinances.

In the event of cancellation of an outdoor concert from Purchaser due to rain on the day of show and provisions are not made to move indoors or with no future reschedule and the Artist and company have traveled then the full Artist fee will be retained. If the date is rescheduled due to rain on the day of show and Artists have traveled then 50% of the fee will be retained. ALL Outdoor Stages Must Be Covered. Failure by purchaser to provide appropriate cover for the stage will be considered breach of contract and Artist will collect the full performance fee (100%) with no obligation to perform.

Purchaser shall retain any and all necessary personal injury or property damage insurance with respect to Artist's instruments or equipment that occur at the engagement listed here in and are caused by Purchaser, his guests or any other invitees, employees, or clients. These charges will be based on replacement value and repair and/or replacement estimates.

This contract is between Artist/Agent and Purchaser and all parties acknowledge that Ceylon Artist Management is acting solely as an agent and is not liable in the event of a breach of contract by either party. Ceylon Artist Management is coupled with an interest to the extent that it is entitled to commissions for this engagement and for future engagements of Artist's services that are agreed to as a result of, in part or whole, of their performance(s) addressed herein.

Any party without the written consent and authorization of all parties cannot cancel this agreement. In the event that the Purchaser cancels without consent of performing Artist or Agent, the full amount of the contract shall immediately become due. In the event the performing Artist cancels without consent of Purchaser, except for events stated in the preceding paragraphs, Agency shall use its best efforts to obtain the services of a replacement that is satisfactory to the Purchaser. If Agency fails to obtain a replacement satisfactory to Purchaser, then Artist shall promptly forfeit the full amount of its contracted performance pay.

~~Purchaser, in signing this Contract himself, or in causing the same to be signed by a representative, acknowledges his/ her authority to do so, warrants that he/she is of legal majority and hereby personally assumes full responsibility and liability for the amount (full payment agreed upon) stated in the performance agreement, plus any fees and costs (including attorney's fees in the maximum amount authorized by law) incurred in collecting the full agreed upon contracted amount.~~

Purchaser hereby appoints Agency and its duly authorized officers ~~as Attorney in fact~~ to execute and deliver to Artist a Performance Agreement on Purchaser's behalf for the procurement of Artist's services pursuant to terms negotiated between Agent and Artist. ~~In the event Purchaser is a Corporation, and a resolution is required to authorize the appointment of Agency as Attorney in fact, then Purchaser shall diligently cause~~

~~such resolution to be adopted by the Corporation and promptly deliver to Agency a copy of such resolution. Notwithstanding the preceding, Purchaser hereby ratifies the actions of Agency in executing and delivering the performance contract on its behalf. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Georgia Illinois, the home office of the appointed agency.~~

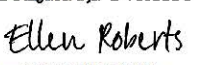
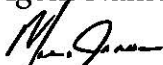
Purchaser agrees that no portion of Artist’s performance shall be recorded, reproduced or transmitted from the place of the engagement in any manner or by any means whatsoever, in the absence of a specific written agreement with Artist and Ceylon Artist Management relating to and permitting such recording, reproduction or transmission.

Purchaser and Agent/Artist acknowledge and agree to abide by language contained in the Performance Agreement, which states that in the event Purchaser procures Artist’s services for any future engagement, that Agency shall receive its then current commission for such procurement of Artist’s services.

Purchaser and Artist agree to be bound by the terms of this agreement. Purchaser and Artist agree that an e-signed signature may serve as an original.

PROMOTIONAL MATERIALS: Purchaser agrees to include the tag line ‘The 80s MTV Experience’ in association with all uses of Electric Avenue in all social, print, audio and verbal marketing. ie: ‘Electric Avenue – The 80s MTV Experience’. Purchaser must used promotional materials provided by the agent or artist and not pull images or content offline.

PRODUCTION: Purchaser agrees to provide all that is necessary for the proper presentation of the performance and sound-check/rehearsal, including but not limited to sound and lights. Please see rider for details.

Ellen Roberts VP of Finance - College of Dupage		Maria Janus Ceylon Artist Management	
Purchaser Name		Agent Name	
	2/19/2026		1/21/2026
Purchaser Signature	Date	Agent Signature	Date
425 Fawell Blvd. Glen Ellyn, IL 60137		1812 Bromley Way Roswell, GA 30075	
Purchaser Address			
Diana Martinezmartinezd59@cod.edu, 630-942-3007		mjanus@ceylonartistmanagement.com	
Contact Email	Phone	Agent Email - Phone - 678-230-3969	

ELECTRIC AVENUE

BACKLINE 2025 - PAGE 1 of 3

Road Manager – Kevin Spencer - 678.523.9559 – info@electricavenuemusic.com

Prod Manager – Chris Pou – chris@electricavenuemusic.com

Drums (first choice)

Yamaha Recording, Maple or Oak Custom 6 piece kit:

- 22" Kick, 10",12",14",16" toms

- 2 (two) 6.5"x14" Yamaha Maple or DW Maple Snare Drums.

Yamaha Hardware including 5 cymbal stands,

1 hi-hat stand

1 snare stand

1 concert snare stand (for standing performance)

DW 9000 series single kick pedal

Roc'n'Soc nitro drum throne

Porter and Davies – BC2

1 short instrument microphone stand with boom arm

Zildjian A or A Custom, 3 Crashes, 1 10" Splash, 1 China, 14" of 15" Hihats

Zildjian A Custom 21" Ride

1 Tambourine (for hand playing, not for drum mounting)

(Second choice) Any pro level (Yamaha, DW, Gretsch, Pearl, etc.)

5 piece kit: 22" kick, 10",12",16" toms, 14" snare drum.

At least 4 cymbal stands, hihat, snare, throne and kick pedal, pro level quality hardware preferred.

1 small instrument mic stand with boom arm.

Zildjian Avedis or K Series Cymbals: Two thin crashes: 19" through 16" in diameter, China cymbal, 14" or 15" hihat, 20" or 21" Ride

* We can make some other drum makes work if need be. Just ask. ;) Laptop Stand

1 six to twelve channel mixer Example: Yamaha MG06X or Mackie 1202

ELECTRIC AVENUE

BACKLINE 2025 - PAGE 2 of 3

Bass

2 61 Key Controllers (one as backup) w/ MIDI Cables
1 2-Tier X stand, power cable and two 20 ft 1/4 inch cables.
1 guitar stand
No Amp Needed

Keyboard

1 Korg Kronos 2 – 61 key non-weighted (not 88 weighted)
1 Yamaha Montage (or Yamaha MODX8, S90ES, S90XS, or Motif ES-8)
3 sustain pedals (1 is spare)

- prefer Roland DP-10's if possible
1 Ultimate Apex Plus 2 tier stand (bottom tier is extended length)
- alternate: Quick-Lok 2-tier X stand
1 Mackie 1202 or 1204 mixer
- alternates are OK, but MUST have a Mackie-type ALT 3-4 bus
6 10' instrument cables

Guitar Players

1 Fender Stratocaster (pref set up for 10 guage strings)
6 Twenty-foot 1/4inch cables
4 Guitar Stands

ELECTRIC AVENUE

BACKLINE 2025 - PAGE 3 of 3

Production

- 1 M32 Digital Mixing Console (Full frame w/ local I/O OR M32C w/ DL32 Stagebox). Console will be loaded with tour file and controlled via band-owned router. Please advance with PM on console package. This desk shall serve as primary monitor console and must be as specified. Copper splits to different offerings of FOH consoles can be accommodated. FOH may be mixed off top layer of monitor desk, depending on event/venue spec and availability.
- 5 Channels Stereo IEM Tx/Rx Units (Sennheiser G3 or better. Please dedicate 10 discreet drive lines in cable pack via loom or loose units).
- 1 Channel Shure Wireless (ULXD or better) microphone. Tour provides capsule to install on mic
- Subsnake/cable package to accommodate all stage inputs and bring to copper head or direct to M32.
- Stand package to include at least 6 Tall Boom stands, 1 tall straight stand (w/ RF clip) – grip-style height adjustment if possible, 6 Short Boom stands.
- PA per event/venue spec – please advance with PM based on event needs/coverage requirements.
- See stage plot document for power drop layouts.
- Please advise if there is a video screen that can be driven with a stage (USR – on stage side of drum riser) connection (we have HDMI and SDI outputs).
- Five Lasko floor fans (or similar if possible)

ELECTRIC AVENUE

2025 HOSPITALITY RIDER

Thank you for choosing to work with Electric Avenue! We don't take any of it for granted.

Backstage - A few apples (cosmic crisp & honey crisp are faves), a few bananas or oranges (whatever looks freshest), 1 bag of corn chips, 1 container of either hummus, guacamole or salsa, 1 bag of Almonds, Walnuts, or Pistachios, 1 box of Kind bars, 2 bottles of pedialyte, 1 bottle of soda water, 1 lemon or lime, 24 bottles water, 12 Coke, 2 Arizona Iced Tea Green Tea or Arnold Palmer, ~~6 cold IPA~~, & Coffee (cream/sugar).

See MAC Rider #24

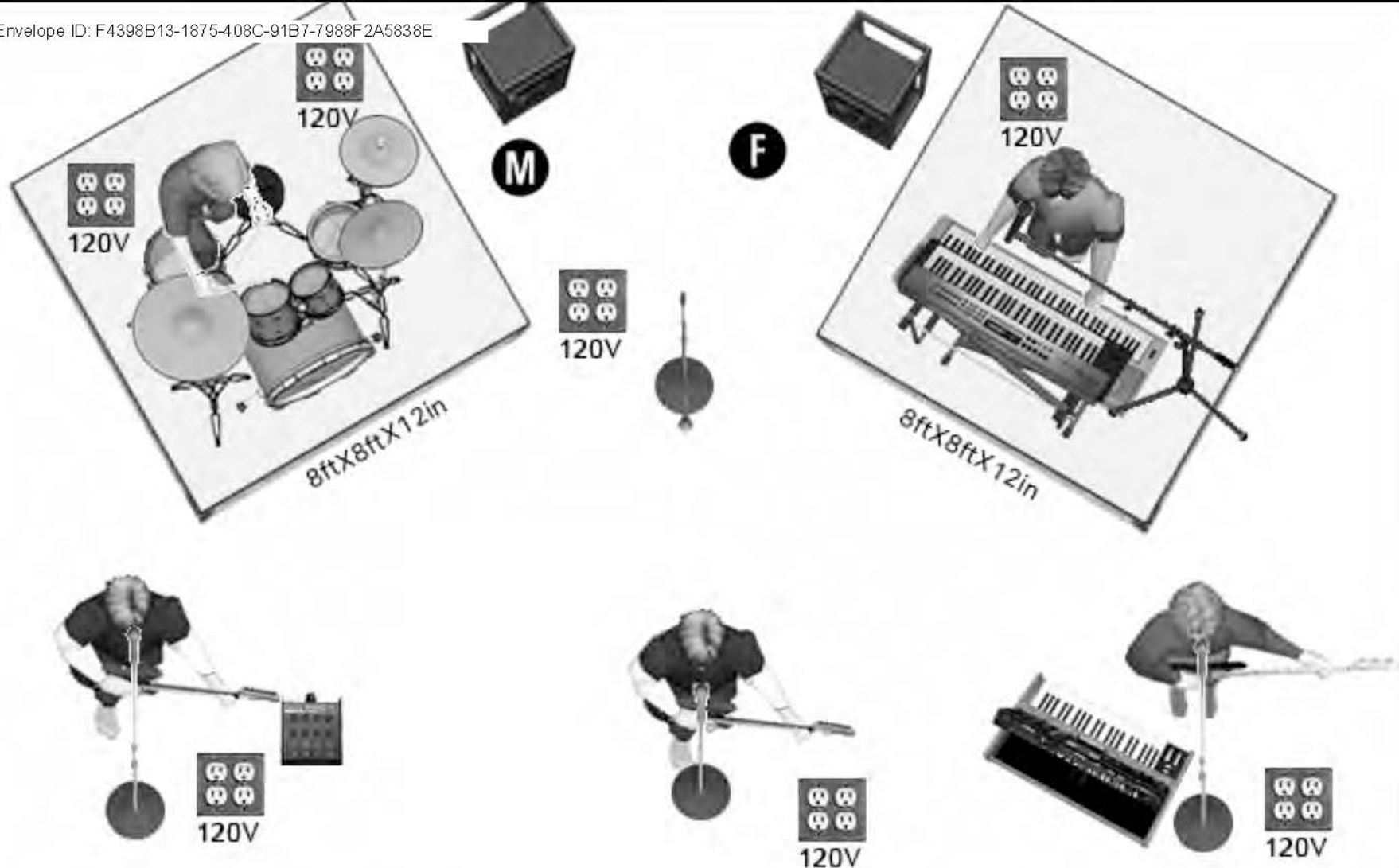
Meals - If meals are part of the agreement, Customer has agreed to provide 7 hot meals for the band on Day of Show no less than 90 min prior to performance. (no pizza or box lunches please) – One meal is to be respectful of Vegetarian, & One Gluten Free. If no meals available for the band...a buyout rate of \$40 per man (6 men) can be added to the balance check for final payment. Please inform Musician 48 hours prior to show day.

Likeness/Branding – Customer agrees to include the tag line 'The 80s MTV Experience' in association with all uses of Electric Avenue in all social, print, audio and verbal marketing. ie: 'Electric Avenue – The 80s MTV Experience'. We find this helps the audience understand a bit of what they are to expect.

Sound Check – Musician requests full access to venue no less than 3 hours prior to event.

Dressing Rooms – Dressing rooms must be available to musician from load in time listed on this agreement until one hour following performance end. All rooms must be secure, clean and lockable with appropriate air conditioning / heating, per season. Musician requires one clean room complete with power outlets and lined trash receptacles. The chosen room should comfortably hold 7 (seven) people. It should contain one clean bathroom/sink OR be in close proximity to a clean bathroom facility. Please consider that this room is the only space and down time in a long day of travel, work and performance. Clean and comfortable is the best approach.

Hotels - If there are hotels negotiated as part of the agreement, the band prefers to stay in Marriott Brand hotels where possible. 6 King rooms are typical.



Electric Avenue Stage Plot: chris@electricavenuemusic.com
 -Chris Pou FOH/PM 706-296-3984

1.Klck (4055)	9.OH SR (OC18)	17.SR Gtr L (RNDI)	25.Shannon (SR) Vocal (PM9)
2.Snr Top (M201TG)	10.OH SL (OC18)	18.SR Gtr R (RNDI)	26.Kevin (C) Vocal(RFKSM11)
3.Snr Bot (2011C)	11.Bass (Direct)	19.C Gtr L (RNDI L)	27.Open
4.Hat (2011C)	12.Click (Direct)	20.C Gtr R (RNDI R)	28.Tom Vocal (SL) (PM9)
5.Tom 1 (4099)	13.Drm Pad L (Direct)	21.DRBEAT (JDI)	29.Key Vocal (USL) (PM9)
6.Tom 2 (4099)	14.Drm Pad R (Direct)	22.Tom 5 (4099)	30.Open
7.Tom 3 (4099)	15.Key L (Direct)	23.Crowd Mic SL (SR25)	31.Guest Vocal (RF KSM8)
8.Tom 4 (4099)	16.Key R (Direct)	24.Crowd Mic SR (SR25)	32.Stage Talk (AE6100)

ELECTRIC AVENUE ELECTRICAVENUEMUSIC.COM

Technical Rider/Production Specifics.

2025

Contacts:

Chris Pou – PM/FOH Engineer, 706-296-3984
chris@electricavenuemusic.com

Kevin Spencer – Management, 678-523-9559
info@electricavenuemusic.com

Staging:

- A safe and covered performance area should be available to accommodate all band members and backline. Ideal dimensions are 20' wide by 20' deep, and should be elevated above patron seating/standing area. The band can work in slightly smaller dimensions, if needed.
- If staging decks are available, we like to utilize a PAIR of 8'x8'x1' risers splitting the center up stage, and off stage corners brought forward from square to form a 15 to 20-degree angle flank. *Please see stage plot visual for diagram.*
- Power: SIX 120v AC quad boxes are distributed for power access for each performer and audio control package elements. *Please see stage plot visual for diagram.*
- The band maintains a very tight setup, and is highly self-contained in most aspects (i.e. mic package, and audio control kit).

FOH/Stage Audio:

- FOH PA system should be of high quality, and should be able to sustain 102 dBA slow weighting, broadband, undistorted, at FOH. Please ensure the system is deployed as such where even tonal and level coverage is achieved throughout the venue. PA deployment should include appropriate front fill coverage to ensure guests who choose to engage the performance closely are treated to the best listening experience possible.

- Depending on tour routing, Electric Avenue travels with 1 of 2 FOH options. To be discussed during advance. We will always do what we can to work with your team, while still bringing the best show possible.

1. Console supplied by band is a Digico SD9 w/ outboard electronics rack, and occupies an 8x8 footprint at FOH. No tables or support items required, just available and level floor space. Stage I/O is contained in a single 20 RU rack. We provide a 100 meter (328 ft.) MADI snake. Can provide drive lines to PA at either FOH or stage locations via LRSF analog drive lines. A direct drive to PA/Processing is most preferred if at all possible in event configuration.

2. Console supplied by band is Waves LV1, and occupies an 4x4 footprint at FOH. No tables or support items required, just available and level floor space. Stage I/O is contained in 10 space rack configuration. We provide a 90 meter (300 ft.) CAT5e cable. Ideally, drive lines for PA at at stage location.

- Electric Avenue travels with a 12RU monitor rack, 6RU IEM rack, 4RU wireless mic rack, and a copper (non-iso) split snake. The main head for our stage inner-connect is directly up stage left of the drum riser (in any configuration).

- Electric Avenue is largely self-contained. We do carry our own microphones, cabling, and stand kits for corporate events where WE are the sole production provider. For regular venue shows, we typically prefer to use house cabling, and a few mic stands. Quantities of stand/ cable type and length can be discussed during production advance.

Video:

- We are equipped with the capacity to run motion video content synced to the show. This is driven from a video output module located on the stage left side of the drum riser (USR). An HDMI or SDI output is available at this location. Please advise if a video wall and/or high output projection is available and is workable in the stage/set design.

Lighting:

- Please note the positions for each band member on the stage plot document. Each performer has at least one tune where they are heavily featured, thus having specials programmed for all 5 positions is a fantastic starting point.

- Electric Avenue performs a high-energy set, and FX lighting with atmospheric diffusion (haze) can largely augment the performance when executed in good taste. **PLEASE NOTE:** Unscented, water-based haze fluid run through a standard atmospheric diffusion device (DF50) is great. If using an oil base or scented fluid (i.e. fog juice), please refrain.

- Our main creative input here is to ensure any FX lighting (beams, spots, strobes, etc.) maintain the look of Theatrical Rock N Roll show.

- We do travel with 8 Chauvet light bars, that can often be incorporated into a stage set design and are addressable via DMX control.

END:

Thank you very much for taking the time to read the contents of this document. We don't take any of this job or experience for granted, and we understand completely that each venue and event are unique. Thank you for working with us, and let's have a great show!

McAninch Arts Center at College of DuPage
CONTRACT / AGREEMENT RIDER

This Rider, dated **December 16, 2025**, is hereby made a part of the attached contract/agreement between **College of DuPage, McAninch Arts Center** (herein known as PURCHASER) and **Electric Avenue: The 80's MTV Experience** (herein known as ARTIST).

Relationship / Provisions

1. It is acknowledged that the relationship between the parties is that of independent contractors and in no event will the relationship between the parties hereto be interpreted or construed to be that of employer/employee or of principal/agent.
2. The provisions of the contract and riders that incorporate the Constitution, By-laws, Rules and Regulations of the American Federation of Musicians of the United States and Canada and any local thereof, including but not limited to adjudication of claims, controversy or differences involving services under this contract shall not be binding on the PURCHASER.
3. If someone signs this contract other than the ARTIST, the person signing for the ARTIST expressly warrants that he/she is authorized by the ARTIST to execute this contract for the ARTIST for this engagement at the time and place specified for this contract.
- 4a. This rider when attached to the contract/ agreement and agreed to by both parties becomes a binding addendum to the performance agreement.
- 4b. Contract confidentiality will be honored to fullest extent of the law possible taking into consideration FOIA rights and regulations of government institutions.
- 4c. In the event of a conflict of terms, those stipulations stated in this Rider (Contract Rider of the McAninch Arts Center at the College of DuPage) shall take precedence over and shall prevail over any printed, typed, or handwritten terms located elsewhere in the contract. It is understood that this agreement supersedes any Artist requirement in conflict with College of DuPage Policy.

Payment

5. Payment will be in the form of a College of DuPage check or ACH Payment.
6. Signed contracts and all attached riders must be returned to College of DuPage at least three (3) weeks prior to performance date to insure issuance of check by time of performance.
7. Due to the fact that PURCHASER is part of a Community College, deposits to ARTIST shall not exceed 25% of total fee, unless agreed upon in writing by both parties.

Insurance / Indemnity / Force Majeure / Cancellation

8. It is understood that ARTIST is self-employed and carries at ARTIST's cost and expense any insurance coverage, such as, Workers' Compensation, medical, property, liability and auto relative to the services being performed. ARTIST will provide PURCHASER with **Certificate of Insurance as soon as possible, naming College of DuPage as Certificate Holder, and including an Endorsement Page**. The Certificate of Insurance must provide evidence of liability coverage for CLIENT in amounts not less than \$1,000,000.00 combined single limit for bodily injury and property damage, with a \$2,000,000.00 general aggregate. ARTIST cannot perform without this Certificate of Insurance.
9. Neither party shall be liable for any failure or delay in performance of its obligations under this agreement if Performance becomes impossible or impracticable and is not within a party's control due to Act of God or "act of government" – any act or regulation on public spaces, of any public authority or bureau, civil tumult, strike, epidemic, interruption or travel bans, delay of transportation services, war conditions, emergencies, where an order by a government or a government agency in a country or state has prevented performance or invoked capacity restrictions on gatherings and businesses are imposed. The parties acknowledge and agree that the occurrence of Pandemic, including but not limited to COVID19, the H1N1 virus, or swine flu in an area in close proximity to the performance venue in and of itself is not deemed a Force Majeure Occurrence, unless the state or local government, or US Department of Health and Human Services declares an outbreak of the virus in the area in which the performance is scheduled to take place. Any other similar or dissimilar cause beyond the control of either Artist or Purchaser (each a "Force Majeure Occurrence") it is understood and agreed by the parties that there shall be no claim for damages by either party against the other and each party's obligations hereunder shall be deemed waived. Any deposit monies paid to Artist by Purchaser shall be refunded to Purchaser, or both parties will make every effort to reschedule the date within 18 months of the scheduled date. Presenter will serve notice to the agency of the artists, or agent of the artist will serve notice to the presenter "as soon as possible". The Parties also acknowledge that this Force Majeure clause hereby supersedes and replaces in its entirety the Force Majeure clause(s) in any contract or rider for this engagement heretofore all other terms of the existing contract remain in full force and effect.
10. If for any reason, except due to an Act of God, this contract is cancelled by the ARTIST beyond the cancellation clause contained herein, then the ARTIST agrees to refund any and all deposits less purchased plane tickets. The ARTIST will make every effort to reschedule the engagement at original agreed terms and fees.

Choice of Law and Forum

11. The laws of the State of Illinois shall govern this agreement. The signatory of PURCHASER, in signing this contract and/or rider(s), warrants that he/she signs as a properly authorized representative of the institution and does not assume any personal liability for meeting the terms of the contract and/or rider(s).

Tech / Hospitality Rider

12. The ARTIST or ARTIST's representative will provide in writing to the PURCHASER a technical rider mutually agreed upon and attached to this contract/ agreement. It will include all technical requirements (sound, lighting, power, rigging, etc.) Any changes to this rider after signing must be mutually agreed upon and received by PURCHASER at least four (4) weeks prior to the engagement.
13. The PURCHASER must receive notification regarding changes to hospitality rider and travel itinerary and transportation details one (1) week prior to engagement to ensure PURCHASER can meet the ARTIST's needs.
14. The MAXIMUM sound pressure level (SPL) at the FOH mix position shall be 103 dB, C weighted. THIS IS STRICTLY ENFORCED.

Ticketing

15. The PURCHASER will provide ARTIST with ticket receipts and access to the box office only in the event of a negotiated ARTIST/PURCHASER box office receipt split. In the event of an inclusive fee agreement PURCHASER will not provide any of the aforementioned manifests or access but will provide at their discretion box office reports when requested by ARTIST.

16. Ticket policy, prices, fees, discounts, and the issuance of complimentary tickets shall be at the sole discretion of the PURCHASER.

17. The PURCHASER will provide ARTIST with 10 complimentary tickets for public performance in good locations to be determined by the PURCHASER. ARTIST must confirm or claim complimentary tickets one hour and thirty minutes prior to performance time or forfeit tickets back to PURCHASER for sale.

License / Permits

18. ARTIST agrees that all materials (i.e., music, literature, play scripts, poetry, lecture, comedy, etc.) to be performed at the College of DuPage are his/her/their own original work or works for which he/she/they have received written permission from the author to perform.

19. PURCHASER has a license agreement with BMI, ASCAP, GMR, and SESAC. ARTIST agrees to pay any and all other royalties (above and beyond the BMI, ASCAP, GMR, and SESAC blanket coverage of PURCHASER), if required, to be paid on copyrighted material, performance right fees, and/or music rental, if any, to insure that PURCHASER is held free from all such liabilities connected with the performance(s).

20. PURCHASER confirms that it is the sole responsible authority for the venue.

21. ARTIST further agrees to indemnify, defend and hold harmless PURCHASER, its trustees, employees, faculty, students and agents from and against any and all claims, actions, damages, liabilities and expenses in connection with any law suit or other legal action asserting that ARTIST's use of materials in any performance at or sanctioned by the College of DuPage was improper, illegal or violative of any copyright or trademark. This indemnity and hold harmless shall include indemnity against all costs, expenses, and liabilities, including attorney's fees, incurred by PURCHASER in connection with any claim or action hereunder.

22. WORK PERMITS AND VISAS. ARTIST shall provide and pay for all work visas or other permits as required by law or governmental agencies in order for ARTIST to perform the engagement. If ARTIST fails to secure required visas or permits, ARTIST agrees to refund any deposits made by PURCHASER.

Tobacco / Alcohol / Drug Clause

23. College of DuPage is a tobacco-free campus. Use of tobacco and tobacco-related products is prohibited on all College premises.

24. College of DuPage policy prohibits providing alcohol to any ARTIST(s) or ARTIST's staff, and prohibits the possession and consumption of alcohol, narcotics or drugs by ARTIST(s) or ARTIST's staff on campus.

25. If the ARTIST arrives at the performance site noticeably under the influence of intoxicating beverages, narcotics or drugs, the PURCHASER may cancel this contract with no liability on the part of the PURCHASER.

Sponsorship

26. PURCHASER may secure sponsorship for this event. ARTIST sponsorship and recognition of sponsorship is subject to approval by PURCHASER.

Merchandising / Concessions

27. The ARTIST may have the right to sell recordings, photographs, and other souvenir items prior to the performance, during intermission(s), and after the performance upon approval and arrangement of the PURCHASER. Souvenir sales are to be located at a site, within the performance hall, at the discretion of PURCHASER. The PURCHASER shall receive a \$25 concession fee, payable in cash, upon the completion of sales. If PURCHASER provides seller, the concession fee shall be \$50. Souvenir sales are to be located at a site, within the performance hall, at the discretion of PURCHASER. Souvenir sales cannot interfere with ticket sales, other concession sales, or with the normal (or emergency) traffic patterns of the audience. Souvenir sales cannot interfere with ticket sales, other concession sales, or with the normal (or emergency) traffic patterns of the audience.

27a. All book sales must be conducted in partnership with the College of DuPage Bookstore. A representative from the Bookstore will be on site to sell books for the duration of event. ARTIST shall receive no commission for any book sales.

Marketing / Public Relations / Programs

28. ARTIST agrees to furnish PURCHASER with requested marketing and public relations materials upon the execution of contract/ agreement, including but not limited to

- a. High resolution (300 dpi or higher) electronic photos
- b. Press kit including bio, reviews, photos
- c. No fewer than two (2) sound files for music samples on the PURCHASER's web-site.

29. Unless otherwise agreed upon, the PURCHASER will provide a program for this event. All materials for program must be received by PURCHASER's Marketing Department five (5) weeks prior to scheduled performance date.

30. If arranged for by PURCHASER, ARTIST agrees to make an appearance at a donor/ sponsor reception immediately following the concert in a reception room located adjacent to backstage area.

Performance Radius

31. Artist will not perform at other venues within 35-mile radius of McAninch Arts Center, 90 days (3 months) prior to and after performance.

COLLEGE OF DuPAGE
McAninch Arts Center

ARTIST / ARTIST'S REPRESENTATIVE

By: 
Diana Martinez
Director, McAninch Arts Center

By: 
Artist
or Artist Representative

Date: 12/16/25

Date: 1/21/2026

Signed by:
By: 
490866F0BC9F426
Ellen Roberts, VP Administrative Affairs
College of DuPage

Date: 2/19/2026

McAninch Arts Center
Contact Information

Director - Diana Martinez	630-942-3007, martinezd59@cod.edu
Contracts/ Payment – Molly Junokas	630-942-2938, junokasm@cod.edu
Box Office - Julie Elges	630-942-3017, elgesj@cod.edu
Production Advance – Joe Hopper	630-942-2913, hopper@cod.edu
Marketing/Edu Coord – Janey Sarther	630-942-4525, sarther@cod.edu
Fax	630-942-3002
Ticket Office	630-942-4000
Web Site	AtTheMAC.org

"Sharbaugh, Linda" <sharbaughl@cod.edu>

Check Request - Better Creative Co (Electric Avenue Lakeside) Balance \$12,500

"Sharbaugh, Linda" <sharbaughl@cod.edu>

Tue, Jun 16, 2026 at 08:02 PM UTC

CC:

BCC:

Attached for processing. Thank you!

Linda Sharbaugh

McAninch Arts Center, College of DuPage

sharbaughl@cod.edu | 630-942-3009

pronouns: she/her

1 attachment

Better Creative Co Check Request 12500 Balance wdocs lsmjdm.pdf