Hospitality rider

Working draft for agreement

Travel and on-site arrangements are agreed for each event. Confirm them with the artist before making bookings.

01 **Organiser and contact**

Appoint an on-site contact. Share their phone number, the venue address and directions to the performance area.

02 **Schedule**

Agree on arrival, soundcheck, performance start and set duration. Confirm the finish time and departure arrangements separately.

03 **Travel and transfers**

If travel is required, agree on the route, tickets, baggage and local transfers. Confirm costs and payment arrangements before booking.

04 **Accommodation**

If an overnight stay is needed, agree on the hotel, dates, room category, check-in and check-out times. Confirm the number of guests separately.

05 **Dressing room and catering**

Discuss a place to prepare and store belongings, access to drinking water and meals. Confirm preferences and dietary restrictions before the event.

06 **Access and additional activities**

Agree on passes and on-site assistance. Add photos, interviews or other activities to the schedule once the artist has confirmed them.

Discuss the details

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