Form #109

PERFORMANCE ARRANGEMENT FOR ENTERTAINERS AT UNIVERSITY EVENTS
(Use for compensation < $1,000)

This Performance Arrangement made between The Arizona Board of Regents on behalf of The University of Arizona (hereinafter called University) and

_____ (hereinafter called Performer) for payment of $_____ for

performance on the following date(s):_____ from (starting time): _____ to _____

(ending time). The place of the performance will be _____.

Performer & Invoice Information – *Make Check(s) Payable to:* _____

Mailing Address: _____ SSN/Tax ID # _____

City/State: _____ Phone # _____

Zip Code: _____ Email: _____

1. VOLUME The University will have complete discretionary authority over the volume of said performance. Failure to comply with the volume controls will result in cancellation of the performance after two warnings.
2. PAYMENT If this arrangement is signed and returned to the University no less than two weeks before the performance date, payment will be made by University Check immediately after the performance. If this arrangement is returned less than two weeks before the performance date, a University Check will be mailed 10 working days after the performance.
   Performer is hereby notified that the State of Arizona will issue and Internal Revenue Service Form 1099 from the information on this Performance Arrangement.
3. CANCELLATION The performer agrees to neither consume nor possess alcohol or any illegal substance at the place of performance. Any violation of the terms of this section will result in forfeiture of payment of said performance.
   Appropriate language, attire, demeanor and behavior of the Performer will be commensurate with state laws governing the normal utilization of state and public property. The University has the authority to cancel the performance or any portion thereof if the Performer fails to comply with the terms of this section after being issued one warning. In the event that a performance, or any portion thereof, is canceled under the provision of this section, the University reserves the right to withhold partial or total payment at its discretion. The University also reserves the right to withhold total payment if the Performer arrives incapable of performing on a professional level.
4. Performer agrees to assume responsibility for either injury and/or property damage, which result from the performance of Performer. Performer holds the University harmless from such injury or property damage.
5. The parties shall comply with all applicable state and federal statutes and regulations governing Equal Employment Opportunity, Non-Discrimination, and Immigration.
6. This arrangement is subject to cancellation pursuant to the provisions of Arizona Revised Statute § 38-511 regarding Conflict of Interest.
7. The Performer agrees to keep all books, accounts, reports, files and other records relating to this Contract for five (5) years after completion of the contract. In addition, the Performer agrees that such books, accounts, reports, files and other records shall be subject to audit pursuant to A.R.S. 35-214.
8. If performer is an individual, is Performer a University of Arizona student with 7 units or more? ☐ Yes ☐ No

THE UNIVERSITY OF ARIZONA	PERFORMER
_____	_____
Signature (Department Head or Designee)	Signature
_____	_____
Print Name	Print Name
_____	_____
Date	Date

Updated 5/31/2018