

Everyday Joe's Coffee House

144 S. Mason • Fort Collins, CO • 80524

(970)224-4138 • www.everydayjoes.org

As someone performing Everyday Joe's Coffee House (referred here as artist), (144 S. Mason, Ft. Collins, CO 80524) I/we hereby state that I/we understand and agree to all points in this **USAGE AGREEMENT**. This agreement can not be changed without the artist first contacting Everyday Joe's Coffee House and discussing needed changes. A new agreement will then be written up and signed by both the artist and an Everyday Joe's representative.

Artist:

Date:

Load-in Time:

Show Start Time:

Show End Time:

Load-out Finished:

- * Everyday Joe's Coffee House closes at 10 pm. For any performance not over by 10 pm, artist will incur a charge of \$100 per hour, rounded up to the half hour, unless otherwise discussed with Everyday Joe's at least seven (7) days before the date of the performance.

Cover/Suggested Donation:

Door Split:

Merchandise Split:

- * If a cover is charged, the artist is responsible for giving 10% of the total door proceeds to an Everyday Joe's staff member at the end of the evening. It is not the responsibility of Everyday Joe's to determine the door split between the artists in the case of a cover charge or suggested donation. It is up to the artist to find a person to regulate the door. Said person must keep track of how many patrons attend the show, as capacity is set at 250. A counter will be provided for this task. Any change needed for the door will not be provided by Everyday Joe's & must be provided by the artist.
- * If a suggested donation is agreed upon, it is up to the artist to make sure a jar is placed on stage or at the door. A jar is available for use, & can be obtained by asking an Everyday Joe's barista.
- * Everyday Joe's will not provide a person to run artist merchandise sales. Any change needed for merchandise sales must be provided by the artist.
- * Everyday Joe's volunteers are allowed free admission to any show.

Sound technician provided by:

- * The artist may bring in their own sound technician but the artist is not permitted to bring in their own sound system. Artist will be held liable for any damage done to the Everyday Joe's sound system as a result of the artist choosing to employ their own sound technician.
- * All sound, stage, video, projection, computer, & bar equipment are only to be operated by authorized personnel.

Security Deposit:

Rental Fee:

No drink of any kind (except water) nor any food that is similar to what is sold at Everyday Joe's may be brought into the building under any circumstances. In addition no cake is allowed without a security deposit. I **have/have not** received permission to bring in food other than what Everyday Joe's sells. If food is brought in the artist/renter is responsible for all cleanup.

Building Policy

- * Under NO CIRCUMSTANCES can the artwork in Everyday Joe's be moved or modified in ANY WAY.
- * The artist/renter can rearrange all tables and chairs as needed, if it does not disturb coffee house patrons or disrupt other events/performance. The lights, windows, doors and any other aspects of the building are to be changed or modified only by the baristas or Everyday Joe's provided sound technician.
- * The coffee bar by its very nature creates noise and will not be shut down under any circumstances. Please do not discourage people from buying drinks during the performance.

Content Policy

At Everyday Joe's, we strive to be a place where anyone can walk in off the street and feel welcomed and comfortable and find community. This vision must extend into the content of our performances. We want a family with young children to be able to enjoy the same performance as the college students sitting next to them. Please remember that the event/performance is open to the public and needs to be free of profanity, sexual innuendos, violence, or any other elements not deemed appropriate for all audiences (please use your best judgement with this -- the best way to think of it is if something coming from the stage would cause a mom to cover the eyes or ears of her six-year-old child, it probably shouldn't be played -- feel free to ask if you have any questions). In addition, the event/performance does not promote a political or commercial agenda.

Everyday Joe's reserves the right to end any event deemed to be a violation of this agreement. Everyday Joe's also reserves the right to mute the microphone of the artist to issue a warning first. Action will be taken at the sole discretion of the Everyday Joe's sound tech, baristas, or other volunteer/staff.

Hospitality

- * Everyday Joe's will issue the artist(s) vouchers for drinks during the evening. These can be obtained from the Everyday Joe's barista(s) on staff. These vouchers are not valid for food items.
- * There are rooms available for case storage & relaxation. These will be shown to you when you arrive. Please make sure they are in the same condition when you leave as when you arrived.

Everyday Joe's Representative/Date

Artist/ Date



Thank you so much for reading through & understanding this agreement. Any questions can be e-mailed to events@everydayjoes.org. Please make sure to bring a signed copy of this usage agreement with you the night of the performance.

We hope to make you feel welcome and cared for when you perform at Everyday Joe's. We look forward to having you. See you soon!