



Booking Information Sheet

Thank you for requesting Mary McDonald's participation in your worship service or event. Please peruse the following document for information regarding booking Mary. If you find it agreeable, or have any further questions, feel free to contact Mary's manager via email at dawn.marymcdonaldmusic@gmail.com

Deposit

\$500.00 fee payable with signed contract. (Refundable in full up to six months prior to event.)

Honorarium

\$2500.00 plus expenses. Full amount payable on the weekend she is with you. The honorarium includes concerts, banquet, rehearsals and worship service appearances as scheduled prior to event. *(Mary is happy to consider additional requests prior to six weeks before the event.)*

Fee Total: \$3000

Expenses (to be reimbursed by church)

Travel: Arrangements made by composer.

Lodging: Accommodations made by host church with prior approval by manager (minimum hotel rating, three stars, inside entrance door, with a lobby entrance in a safe locale.)

Meals: Enroute and local, reimbursed by host church.

Mary will follow up with an invoice for any remaining expenses.

Cancellations

Any expenses incurred, plus half of the composer fee are payable upon cancellation by the host church within six weeks prior to the initial date of the event, unless the event can be rescheduled as agreed upon by both parties.

Concert & Rehearsal Needs

The following are other items which will help Mary to do her best for you. Please provide:

1. Acoustic piano (and organ, if used) In good repair, tuned and located in the center of the platform. Due to the nature of Mary's ministry, it is important that there be good communication and sight lines between the piano and the congregation. (Please contact Mary if this presents a problem.)
2. Stand up microphone
3. Bottle of chilled water
4. A stool for rehearsals
5. One person to sell products *(if applicable)*

Host Church Contact Information and Details

Please provide name, cell phone number, and description of vehicle, which will transport Mary and luggage to and from airport, hotel, and church no later than 1 week prior to event.