

## **GUIDELINES FOR GOULBURN CLUB PERFORMERS – May 1 2015**

*The Goulburn Club is a non-profit volunteer run organisation and exists solely due to the efforts of our volunteer helpers. There are no paid working staff members at the Club. Performers at the Club need to be aware of the following guidelines:*

1. The Club hosts performers regularly on Friday night each week but will also open for performances on other nights for special occasions.
2. The second Friday of each month is currently an "open mic" forum. This is an acoustic night for performers who wish to showcase their talents but don't wish to perform all night. You need just to turn up with your instrument. A P.A. is supplied. *No payment is given to performers on these nights.*
3. On other Friday evenings the music begins early, around 7.30pm. Supper is at 7.00 and the Club stays open up to midnight depending on the crowd. We try to have a mixture of members, friends and local or visiting performers with performers providing their own P.A. or hiring the Club's P.A. Performers who book in for the whole evening will undertake to do 2 or 3 brackets of material (e.g. three 50 min sets from 7.30-10.30) and are eligible for payment on a scaled rate.

Basically, this depends on the amount taken over the bar. Payment will be 25% of bar takings for the night up until the end of the performance with a minimum payment of \$50 *up to a maximum payment of \$300 for performers booked as soloists and \$450 for duos and \$600 for band performances.* Any variation to this would need to be negotiated with the entertainment coordinator at the time of booking.

If there is a function booked in the Gallery or Durack room, then no entertainment will be subsequently booked by us. If a function is booked after an entertainer is booked, normal entertainer payments will apply.

A quality sound system and lighting is available for use in the Durack room. A \$50 hire fee is payable to use this P.A. and the Club will provide an operator for the night. Acts using the Durack room can supply their own sound and lighting equipment if they prefer. Performers who book in for the evening need to supply a small PA if they wish to have amplification in the Gallery room.

Acts can also undertake a *ticketed "door deal"* in the Durack room to supplement payment. They will need to supply their own door staff. Ticket price should be negotiated with the entertainment coordinator and it is suggested a discounted price (~10%-20% ) be offered to club members.

Payment will occur at the conclusion of the performance when bar takings will be finalised, and the means of payment will be negotiated on an individual basis.

For payments in excess of \$75, performers need to supply an ABN or complete and submit a "Statement by a supplier" form. This is available at the bar, and also from the Australian Taxation Office. It can be downloaded here: <https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/Statement%20by%20a%20supplier.pdf> Each performer need only fill the form in once.

4. The scaled rate only applies on nights the club is normally open and does not apply to performers who book in for special events, functions or parties on other nights.
5. Promotional material should be forwarded to The Entertainment Coordinator. Entertainment is publicised on the Club's notice board, via the Club's newsletter and in weekly promotion through the Goulburn Post, local radio and the tourism office.
6. Be aware that on occasion there may be music happening in both rooms concurrently.
7. Performers will be offered free soft drinks during the period of their performance.
8. Acts which wish to appear at the Club need to book in by checking the Club's online calendar before contacting The Entertainment Coordinator to have the date scheduled. You can link to the calendar at:

<http://goulburnclub.com.au/calendar/>

*Please understand that these guidelines exist for the mutual benefit of both Club and performer.  
I look forward to talking with you about making your appearance at the Goulburn Club a rewarding one.*

Ron McLaughlin

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