



# NEW MULTIPLE VENUE REGISTRATION FORM

## Guest Acts

PART OF RWS GLOBAL

Where the Hirer engages (an) Artist(s) for (an) appearance(s) at one or more of their premises, the location and details of which will be subject to contractual agreement when booking.

Full Trading Name of Hirer:			
Hirer's Business Address:			
Hirer's Phone:		Hirer's Email:	

Where the Hirer is acting on behalf of a division or department of a Company, Firm or Partnership of any kind, then please identify such division or department fully below.

Name of the Division or Department:		Name of the Executive in charge:	
Is the Executive in Charge responsible for the booking of Artists?			
To whom should paperwork regarding bookings be addressed?			
Are (any of) your venue managers allowed to book Artists themselves?			
If yes, should confirmation and payment be dealt with by Local Manager or Head Office?			

If the person named is responsible for the booking of Artists but **NOT** for the payment of such Artists, then please give the full details of the person/department that is responsible for the payment of the Artist(s)

Name:		Position:	
Address:			
Email:		Phone:	
Are Official (Purchase/Contract) Order Numbers required to obtain payment?			

Can you confirm that your Venues are/will be appropriately licensed to present live entertainment?	
Do you admit children under the age of 18 at any time?	
If yes, are such minors supervised by suitable adults?	
Are artists likely to be in contact with such minors?	
Are there any physical problems, obstacles or "House Rules" at any of your venues of which the Artist(s) should be made aware?	
If yes, please give details:	

Signed: \_\_\_\_\_

Date \_\_\_\_\_