

Sound System: Most Church systems are sufficient as long as they have 2 good vocal microphones, full size tuned piano (an 88 key electric keyboard, with foot pedal, will suffice) and one additional standard microphone cable to be used for the Ipod that Artist will bring with and use. We will bring the necessary adapter for the Ipod & Direct Box. There must be a person to operate the sound system or, at minimum, be there for the set up to show the artist how to turn it on and make any adjustments.

Merchandise Table: In the vestibule / narthex area a table is needed for CDs / DVDs that will be sold. One volunteer is needed to assist in selling these items at the end of the event. The artist will set-up, explain and help with the sales. We will be accepting Visa, MC & Discover credit cards with a very simple machine, as well as checks and cash. This table will be used after all Masses if the date includes the Liturgical Celebrations.

Artist Needs: 3 bottles of water at room temperature, 2 small bottles of juice. (Any fruit is fine but please 100% juice. No artificial sweeteners.) When there are multiple Masses on Sunday that the artist is participating in, it would much appreciated to have some lite food in between. (i.e. Banana, Boiled Egg, small bagel with lite cream cheese, etc.)

Ushers: 2 Volunteers are needed who will seat the attendees and assist in passing the baskets for the Free Will Offering that will be taken up for Carrick Ministries.

Set-Up/Sound-Check Timeframe: The set up should be done 1 hour prior to the concert start time. Sound-Check should be done at this same time. After the Sound-Check and prior to the start time, it is requested that the pastor / responsible party have a time of prayer with artist and any who are assisting with the event.

Event in Conjunction with Parish Liturgies: When Artist is in the parish for a weekend, she/he will be there for all the weekend Masses. Artist will sing a prelude song as well as during Communion &/or Post Communion. She/he will need a table set up for CD / DVD / Religious Articles that will be sold after all Masses. She/he will only need the volunteer after the event itself.



Julie Carrick
Artist / Contracted Presenter / CMF, Inc

Pastor / Venue Representative

Dated: _____

~ Please sign, date and return one original agreement to Carrick Ministries along with
Payment upon receipt. ~

If paying deposit / prepay amount with credit card, please fill in the required information:

Credit Card Number: _____ Expiration Date: _____

Name as is appears on credit card: _____ CVV2# _____

Billing statement address of Card-holder: _____

Total to be paid by credit card including 3% processing fee: \$_____.