SAMPLE: MEMORANDUM OF UNDERSTANDING BETWEEN PRESENTER AND ENSEMBLE

Dear Chamber Music America:

This letter confirms that [Presenter] ____________________________ intends to invite [Ensemble] ____________________________ to perform in concert, as part of a presenter consortium, pending funding from Chamber Music America’s Presenter Consortium for Jazz grant program in accordance with, but not limited to, the following terms:

• Event date: _______________

• No. of Concerts: ___________

• Ensemble Fee ($): _________
  ○ Note: Streaming events must compensate the Ensemble in the same manner as a live concert performance, for each virtual audience community that will be reached.

• Housing/travel/per diem support of ($): __________ (if travel for the ensemble is necessary)

It is agreed that the ensemble will feature the following musicians and instrumentation (please provide a complete list below):

The [Ensemble] ______________________________ confirms that this is the sole and exclusive Presenter Consortium for Jazz application in which it is involved.

List Ensemble Members Below:

For the [Ensemble] ______________________________

Signature: ____________________________________
Print Name: ____________________________________

For the [Presenter] ______________________________

Signature: ____________________________________
Print Name: ____________________________________