**The Dance Artist’s Basic Agreement**

Windsor Dance eXperience Inc., Windsor Established 2003

1572265 ONT INC

Month\_\_\_\_\_\_\_ Day\_\_\_\_\_\_\_ Year\_\_\_\_\_\_\_

Windsor Dance eXperience Inc. (hereinafter called the Company) and the dancers of the Company (hereinafter called the Artist) agree to write down certain rules, regulations, and conditions under which Windsor Dance eXperience Inc. will operate.

The Company and Artists agree that the only purpose of this agreement is the enhancement of the Company and Windsor as well as the achievement of providing high quality dance entertainment and educational programs for the broadest number of people in Windsor and the surrounding communities.

The Artist understands and agrees to be subject to the financial circumstances of the Company and its rehearsal, performance, and personal needs (rent, insurance, costumes, etc.)

**These are the rules and regulations set forth:**

The Company and dancers of Windsor Dance eXperience Inc. (hereinafter called the Artist) agree that the provisions of the Dance Artist’s Basic Agreement (hereinafter called the Agreement) shall apply to all Artists accepted as dancers in the Company, unless otherwise noted within. This Agreement made, executed & delivered in the City of Windsor, County of Essex & the Province of Ontario, this\_\_\_\_\_\_ day of\_\_\_\_\_\_\_\_\_\_\_\_ year \_\_\_\_\_\_\_ by and between Windsor Dance eXperience Inc. & the dancers of Windsor Dance eXperience Inc. covering the period from **\_\_\_January 2020\_\_\_\_** through **\_\_June 2020.**

**Insurance**

The Company will carry a liability insurance policy of $2,000,000.00 to cover Artists against injury & accidents during rehearsal or performances as well as to protect the property owned by the Company.

**Costumes and Accessories**

The Company agrees to supply costumes whenever possible. All costumes supplied by the Company are property of Windsor Dance eXperience Inc. and must be returned to the Company at the close of the last performance in good condition. If used prior to the production (e.g., mall show or videoshoot), the costume must be returned to the Company at the next scheduled rehearsal, unless instructed otherwise. The Artist is expected to take extreme care of their costumes. This includes putting it away neatly when not in use, and letting the Costume Mistress know when there is a problem with the costume. The Artist must refrain from eating and smoking and / or vaping when in costume.

**Working Conditions and Standards**

The Company shall provide the minimum rehearsal & performance conditions.

1. Floors of rehearsal & performance space shall be resilient and non-slippery. The Company shall use reasonable effort to ensure all performance spaces are safe & clean.
2. The Company shall use reasonable effort to make all backstage areas safe for the Artists. This includes adequate lighting of all crossover passages & clear markings of all sudden drop offs.
3. The Company shall guarantee the safety of the Artist to the best of the Company’s ability. If the Artist is required to assume an added risk for a performance, the Company shall make reasonable efforts to minimize risk of injury to the Artist.
4. The Company shall make reasonable efforts to maintain adequate security in all rehearsal & performance spaces.
5. Reasonable effort shall be made that the studio, lounge area & other areas over which the Company has control or authority, are maintained with a proper degree of cleanliness.
6. All smoking and / or vaping shall be prohibited in all rehearsal & performance spaces.

**Rehearsal**

The Artist may be required to rehearse a maximum of 12\_\_ extra hours per week on which there are no performances scheduled, Monday through Saturday, as well as the regular \_3\_\_ hours on Saturday. Occasionally, overtime will be scheduled Saturday. Rehearsals shall be subject to the following regulations:

1. There may be a maximum of 2 consecutive hours of rehearsal without a break of at least 5 minutes.
2. Tentative rehearsal schedules shall be posted not less than 7 days in advance.
3. Emergency rehearsals & services may be scheduled not less than 2 hours in advance.
4. An Artist is exempt from rehearsal because of employment, illness, injury, or family matters when/if notice has been given 24 hours in advance & has been cleared by the Artistic Director.
5. An Artist is exempt from a rehearsal because of vacation when/if notice has been given 2 weeks in advance and has been cleared by the Artistic Director.
6. Unreported absences and repeated tardiness will result in possible loss of role without notice.
7. The Company has a zero tolerance policy when it comes to alcohol or illegal drugs. Any Artist coming to rehearsal under the influence shall be immediately dismissed for the safety of themselves and any dancer they may be partnered with.
8. The Company has a zero tolerance policy when it comes to bullying. In reoccurring or extreme cases, the aggressor may be asked to leave the Company.
9. Visitors are not permitted during rehearsal unless cleared by the Director and/or Choreographer.
10. The Artist shall provide their own proper attire for rehearsal which always includes a bodysuit in acceptable uniform colours (black, grey, navy, and white) and shoes.
11. The Artist is expected to follow instructions and handle him/herself in a safe manner. The Company is not responsible for any injury occurring during horseplay.
12. For safety reasons jewelry and/or accessories are not permitted during rehearsal. Hair must be tied back, off the face and neck.
13. No cell phones are permitted in the studio area.
14. All Artists shall follow a three strike policy. Each time an Artist receives an unexplained late or absence, is tardy with membership fees, or breaks the contract in any way, they will receive a strike. After three strikes the Artist may be asked to leave the Company. The Artist must attend a minimum of 60% of required rehearsals regardless if advance notice has been given for absences. If attendance becomes an issue, this may result in loss of role as per the discretion of the Director.

**Performances**

1. There could be a maximum of 3 major performances in a period of a year and 2 variety shows.
2. An interval of not less than 12 hours shall be allowed between the end of one day’s service and the commencement of the following day’s activities as defined by curtain down on one performance to curtain up of the next performance.
3. A tentative casting notice shall be posted before rehearsal begins. Notice of understudies shall be posted 2 weeks after the beginning of the rehearsal period. A final casting may be posted no later than 2 weeks prior to the opening performance.
4. Visitors are at no time permitted in the backstage area without the permission of the Stage Manager, Director and/or Artistic Director or without a badge.

**Membership Duties**

1. Artists are expected to conduct themselves in a professional manner at all times.
2. Artists are expected to treat their part as their own and memorize it as quickly as possible even if it means practicing on their own time.
3. The Artist understands that the choreography taught to them is property of the choreographer and the Company. Requests to perform any choreography taught at the Company must be given in writing six (6) weeks in advance and be approved by the Artistic Director and Choreographer. Proper artistic credit must be given. Fees may apply. Video footage posted online must be no longer than ten (10) seconds.
4. The Artist is expected to participate in the fundraising program or be charged the fee of $75.
5. The Artist will provide funds for their uniform shirt to be worn at special events and tech rehearsal day.
6. The Artist is expected to partake in the poster run involving the major production(s).
7. The Artist is responsible for their own transportation to and from rehearsals and performances.
8. Each Artist will maintain a strictly professional relationship in regards to other members and Artists within the Company.
9. The Artist is expected to sell a set number of tickets for each performance as well as put down a $100 deposit for five (5) tickets to be received as soon as they are on sale.
10. The Artist is expected to help with the best of their ability in at least one aspect of production regarding set, props, costumes, advertising, fundraising, etc. for a minimum of ten (10) hours throughout the season.
11. The Artist will make themselves available on all final rehearsals, dress rehearsals and performances pertaining to their production. The dates the Artist must keep available are May 25th to June 7th, 2020. If a dancer misses one of these rehearsals (regardless of the reason) they will maintain a strike for the coming season.

**Talent Release**

The Artist agrees to grant the Company, its agents and/or successors, the rights to use or publish the Artist’s name, picture, portrait, or likeness in advertising, promotions, or publicity of the Company.

**Outside Engagements**

It is the sole responsibility of the Artist to organize their schedule of outside activities to prevent any interference with scheduled rehearsals or performances. Any activity that conflicts or interferes with the Company’s activities must be cleared by the Artistic Director, the Choreographer & the Director. If the Artist cannot comply by the rehearsal schedule or performance schedule, he/she will be immediately replaced.

If any violation of this contract occurs, the Company reserves the right to take action up to and including loss of role and position in the Company.

You are now a cast member of: \_\_\_\_Of Thread and Stone\_\_\_\_\_\_\_

Your possible rehearsal times are: \_Mon. (6:00-9:00pm), Wed. (6:00-9:00pm), Fri. (6:00-9:00pm) and/or Sat. (11:15am-2:15pm)

Your membership dues are to be paid on the **first Saturday** of every month to the Treasurer. If fees are late, an extra $5 will be added to the total balance due unless otherwise cleared by the Treasurer. Financial assistance is available for those who qualify – please contact the President or Treasurer for more information.

**Contact Names & Telephone Numbers**

Artistic Director Tiffany Chan phone (519) 253-2466, cell (519) 995-8415

President Lauren Robinet phone (519) 980-3161

Dancer Manager Julia Galli phone (519) 992-4939

Dancer Rep Serena Maniaci phone (226) 345-0735

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| Name (please print): |  | Birth Date: |  |

I have read and agree with the terms above in the Dancer Artist’s Basic Agreement

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| Signature of Artist |  | Signature of Parent / Guardian*(if under the age of 16)* |