**PROVISION OF THE SHOWROOM**

**L’USINE À MUSIQUE**

Rehearsal studios

Concert Hall

Bar

2, rue de l’égalité

31200 Toulouse

05.82.95.58.14

[prog@lusineamusique.fr](mailto:prog@lusineamusique.fr)

[www.lusineamusique.fr](http://www.lusineamusique.fr)

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# Statement of intent

Some explanations on the operation and the spirit of the concert hall.

**The spirit**

The concert hall L’Usine à Musique was designed to accommodate all styles of music.

It has a standing gauge of 420 people.

**Find a date**

Here is our calendar, it is kept up to date. As soon as there is a modification, it is written.

<https://calendar.google.com/calendar/embed?src=agendaconcertsuam%40gmail.com&ctz=Europe/Paris>

Be careful, the calendar can change every day !!! Check it before confirming everything !

-The co-sets not full are indicated, if it is not mentioned it means that the evening is full.

-Tuesday, we plan a jam session but in some special cases, we can schedule a concert too.

-We are closed on Sundays but in certain special cases, we can plan a concert.

Try to look if there is not similar dates organized in these place.

|  |  |
| --- | --- |
| Concert hall | Artist |
| Le Bikini - <https://lebikini.com/programmation/> |  |
| Le Connexion - <http://www.connexionlive.fr/programmation/> |  |
| Le Rex - <http://www.lerextoulouse.com/fr/programmation/> |  |
| Le Metronum - <https://metronum.toulouse.fr/agenda> |  |

**Financial conditions**

We adapt to each set after discussion.

Provision, GUSO (french pay), rent, co-realization, ticketing or others.

# Presentation of the place

The concert hall is 200m², including a 50m² stage, which can hold 420 people (standing) and there is a 150m² bar, a chill corner. We also have a 100m² terrace.

The complex's parking lot can accommodate 400 vehicles.

The technical reception is done from 4 p.m.

Monday to Friday, we open at 11 a.m., so of course you can start the soundcheck if you're independent.

All the technical data of the room are here:

<https://www.lusineamusique.fr/telechargement/>

|  |  |
| --- | --- |
| **Staff NUMBERS and E-MAIL** | |
| L’USINE Phone number (every day, 11a.m to 12 a.m) | 05.82.95.58.14 |
| Programmer | Eric |
| Email programmer | prog@lusineamusique.fr |
| Phone number prog (until 8 p.m) | 06 23 24 17 52 |
| Communication | Alice |
| Email | Alice.serie@lusineamusique.fr |
| Phone number com (Monday to Friday, 11a.m to 7p.m) | 07 68 62 43 37 |
| Technical | Yann |
| Email | technique@lusineamusique.fr |
| Phone number tech (Monday to Friday 4 p.m-12 a.m) | 05.82.95.58.14 |
| Catering | Angie |
| Email catering | angie@lusineamusique.fr |
| Phone number (4 p.m-12 a.m) | 06 61 75 81 92 |

# Logistic

In order to organize the evening, we need the following information.

**GROUPS :**

How many people per group and in all ?

**SOUND ENGINEER :**

• Will you have your own sound engineer?

• Will he take care of the sound of all the concerts or just your group?

*If you don't have one, we can recommend one.*

**LIGHTING ENGINEER:**

• Will you have your own lighting technician?

*If you don't have one, we can recommend one.*

**TICKETING :**

• Will any of your team be at the ticketing the concert night?

The entire artistic and technical team is presented in the following table:

|  |
| --- |
| Description of groups / artists / training |
| Name of producer  Producer Phone Number  Email of the producer |
| Manager's name  Manager's Telephone Number  Manager's email |
| Name of the referent for the evening (the one through whom all the information will pass)  Telephone number of the referent for the evening  Email of the referent of the evening |
| How many people in the groups?  Group 1  Group 2  Group 3  Group 4 |
| How many people on the technical team?  Sound engineer  Light engineer  Ticket counter  Others… |
| Last name(s) / First name(s) / telephone and email of the sound engineer(s) who take care of the groups (to be provided by the BENEFICIARY FOR ALL EVENING and ALL GROUPS) :  Group 1:  Group 2:  Group 3: |
| Last name(s) / First name(s) / telephone and email of the light engineer(s) who take care of the groups (to be provided by the BENEFICIARY FOR ALL EVENING and ALL GROUPS).  Group 1:  Group 2:  Group 3: |

|  |  |
| --- | --- |
| **ARTISTS / TEAM RECEPTION** | |
| Catering | Supported by the BENEFICIARY |
| Accommodation | Supported by the BENEFICIARY |
| Drinks at the bar | 20% reduction on draft beers for artists |
| Transport | Supported by the BENEFICIARY |
| Loges | Loges of 30m² (sofas, tables, microwave, fridge) provided by the OPERATOR (no showers or private toilets) |
| Backstage | Storage room for artists' equipment (10m²) provided by the OPERATOR |
| Parking | 400 parking spaces available throughout the site |
| WIFI password | wifi Lusine |
| Merchandising stand | Tables available at the entrance |
| Invitations number |  |

|  |  |
| --- | --- |
| **SECURITY** | |
| Security agent | Supported by the BENEFICIARY |

# Communication

We have a partners network (radio, webradio, print media) who, depending on their selections, can relay your concert with artist interviews, live broadcasts, programming announcements and others.

Certain media make contests to gain places.

Otherwise, we systematically do:

• Posts on social networks: Instagram, Twitter, Linkedn and Facebook (7600 likes on our page) + my personal FB page (5000) + those of our employees and of course publications on all the groups and all the pages on which we can publish this kind of announcement!

• Flyer printing: our programming is distributed every month throughout Toulouse (1000 flyers)

• The communication relay via our partners (written press, radios, webzines / webradios etc.)

• The media com which are not partners but which relay anyway.

Possibly, depending on the possibilities (availability / editorial line, etc.), we can add interviews, concert reports, live broadcast on a radio, contests organized by our partners (places to offer - if you are ok of course), a TV that moves (but it's rare).

If you have a teaser, we will publish it. Otherwise, you could make a short video, during a rehearsal for example. Something short and punchy that shows the atmosphere of the group and announces the evening.

On site, we will take photos and publish a live concert on our page.

We can also, depending on their availability, provide the photographer for the evening, or even the videographer, at no extra cost, but it must be planned in advance.

Here is a list of the communication and technical elements to provide us. It is important to send them to us to optimize the date. These are also elements to put in the contract.

**Procedure for the organization and the communication of concerts at L’Usine à Musique**

**CONTACT :**

Need a person's first name / email / cell phone:

• In charge of organizing the date (a member of one of the groups or a manager)

• In charge of communication

  Please send us:

• All of the group's viewing and listening links

• A press kit

• Pictures

Let us know if you drop us flyers and / or posters.

**FACEBOOK EVENT:**

You must create your Facebook event and add as co-organizers the Facebook page of L’Usine à Musique and all the members involved in the organization and communication of the concert (groups / labels / partners if necessary).

1. **Visual of the evening**

A group photo is not enough, the concert flyer must also mention:

• The name(s) of the group(s)

• Their musical style

• City of origin (or region) + country if the group is foreign

• A biography / presentation of the groups in French (or in English), even brief

• Entrance fee (presale / on site)

**Mandatory elements :**

• Logo of the Music Factory downloadable from www.lusineamusique.fr/telechargement

• L’Usine à Musique adress : "Rue Louis Bonin - 31200 Toulouse"

• Participation fee (PAF in french)

• Concert start time

1. **In the description of the event, note:**

• The name of the groups

• A presentation text for each group

• Links to listen to / see them (Youtube, Bandcamp, etc.)

• The price (pre-sale and on site if necessary)

• The band order (if you don't already know the band order, just mention the time of the "start of the concerts" (but do not put "opening doors" because we are open 6 days a week from 11am).

As the communication is done in a collaborative way, please add the date / name of our place on all the communication media of the groups

# Rider concert Usine à Musique

This rider is of course for information on timetables, it does not manage delays, traffic jams, transport breakdowns or other logistical concerns.

On the other hand, it engages the participants according to their roles and services.

|  |  |
| --- | --- |
| **Rider** | |
| 10 :00 |  |
| 10 :30 |  |
| 11 :00 |  |
| 11 :30 |  |
| 12 :00 |  |
| 12 :30 |  |
| 13 :00 |  |
| 13 :30 |  |
| 14 :00 |  |
| 14 :30 |  |
| 15 :00 |  |
| 15 :30 |  |
| 16 :00 | Arrival of technical reception. Start of balances. |
| 16 :30 |  |
| 17 :00 |  |
| 17 :30 |  |
| 18 :00 |  |
| 18 :30 |  |
| 19 :00 | End of the soundcheck - Catering |
| 19 :30 |  |
| 20 :00 |  |
| 20 :30 | Start of concerts |
| 21 :00 | Start of concerts |
| 21 :30 |  |
| 22 :00 |  |
| 22 :30 |  |
| 23 :00 |  |
| 23 :30 |  |
| 24 :00 |  |
| 00 :30 |  |
| 01 :00 |  |
| 01 :30 |  |
| 02 :00 |  |
| 02 :30 |  |
| 03 :00 |  |

# CONTRACT OF PROVISION OF THE SHOWROOM L’USINE À MUSIQUE

BETWEEN THE UNDERSIGNED :

|  |  |
| --- | --- |
| **THE OPERATOR** | |
| Corporate name of the company | L’Usine à Musique SARL |
| Registered Address | Urban Village – L’Usine à Musique  2 rue de l'égalité  31200 - Toulouse |
| Address of the concert hall | Rue Louis Bonin 31200 Toulouse |
| Represented by | Mister Maury |
| In his quality of | Manager |
| Website | www.lusineamusique.fr |
| SIRET number | 82101230900018 |
| APE | 5920Z |
| Show license number | 1-1114122 / 3-1114121 |
| Intra-community VAT | FR38821012309 |
| Capacity of the place | 420 personnes (ERP 3L) |

Hereinafter referred to as "THE OPERATOR"

FIRSTLY,

AND

|  |  |
| --- | --- |
| **THE BENEFICIARY** | |
| Corporate name of the company / association |  |
| Registered Address |  |
| Mailing address |  |
| Represented by |  |
| In his quality of |  |
| SIRET / association number |  |
| APE |  |
| Show license number |  |
| Intra-community VAT |  |

Hereinafter referred to as "THE BENEFICIARY"

ON THE OTHER HAND,

**BEING PREVIOUSLY STATED THAT:**

THE BENEFICIARY has the right of representation in France of the following show :

|  |  |
| --- | --- |
| **SHOW** | |
| ARTIST(S) : |  |
| DATE : |  |
| Get in | (Technical reception starts at 4 p.m.) |
| Soundcheck |  |
| Start of the show |  |
| Duration (min/max) |  |
| Ticket prices (presales and tickets) |  |
| Special conditions |  |

He declares that he has filed and requested the necessary authorizations with the competent administrative authorities.

The OPERATOR has agreed to make his place available to the BENEFICIARY, by means of this document, on the dates and times described.

The BENEFICIARY declares to accept without reserve the general conditions of provision of the place, which he declares to know well, and which will form an integral part of these clauses.

**IT HAS AGREED AND ADOPTED THE FOLLOWING :**

1. OBJECT OF THE CONTACT

The purpose of these general clauses is to determine the conditions under which the OPERATOR makes the place available to the BENEFICIARY.

The BENEFICIARY may in no way assign his rights for this provision to any other person without the express written consent of THE OPERATOR.

1. INVENTORY

An inventory may be made at the request of the OPERATOR or the BENEFICIARY, before and after the place is made available.

However, in the absence of an inventory, THE BENEFICIARY undertakes to accept the report of degradation which will be served on him by THE OPERATOR and to proceed to the payment of the repair costs.

1. SHOW

The provision is planned for a show determined by the specific clauses. The BENEFICIARY undertakes to perform the planned show on the premises with the scheduled artists. Any modification relating to the object or the nature of the show must be notified, without delay, to THE OPERATOR.

The show must comply with public order and morality, failing which THE OPERATOR would not have wanted to commit.

From the above, the OPERATOR makes an essential and decisive condition without which it would not have committed.

THE BENEFICIARY may in no case issue (or cause to be issued) more tickets for the chosen formula. To this end, THE BENEFICIARY undertakes to validate the room plan proposed for sale by L’EXPLOITANT.

This number includes paid tickets and invitations. The OPERATOR will refuse access to the site to anyone above this number.

For any event, access to the room may only be authorized on presentation of a ticket or an invitation with coupons recoverable by the controllers, which will be provided by THE BENEFICIARY.

1. SCHEDULES

The occupation of the premises must cease on the dates and at the scheduled times.

However, THE BENEFICIARY may obtain an extension of the session insofar as it does not harm public order or the representation or holding of the following events.

1. ARTISTS RECEPTION

|  |  |
| --- | --- |
| ARTISTS / TEAM RECEPTION | |
| Catering | Supported by the BENEFICIARY |
| Accommodation | Supported by the BENEFICIARY |
| Drinks at the bar | 20% reduction on draft beers for artists |
| Transport | Supported by the BENEFICIARY |
| Loges | Loges of 30m² (sofas, tables, microwave, fridge) provided by the OPERATOR (no showers or private toilets) |
| Backstage | Storage room for artists' equipment (10m²) provided by the OPERATOR |
| Parking | 400 parking spaces available throughout the site |
| WIFI password | wifi Lusine |
| Merchandising stand | Tables available at the entrance |
| Invitations number |  |

1. TICKETING

It is understood that the issue and management of the ticketing, and more generally the marketing of shows to the public, are the entire responsibility of the BENEFICIARY. However, a sales room may be made available on the evening of the show to the BENEFICIARY.

At the request of the OPERATOR, THE BENEFICIARY undertakes to communicate, at all times, the complete state of sales and reservations of its ticketing.

|  |  |
| --- | --- |
| TICKETING | |
| Online ticketing | Supported by the BENEFICIARY |
| Ticketing on site (turnkey) | Supported by the BENEFICIARY |

1. SECURITY

It is recalled that pyrotechnic effects will be subject to an authorization request from the prefecture.

The BENEFICIARY will communicate to the OPERATOR the number of staff members who may have access to the place, these people must comply with the Internal Rules of the place. The BENEFICIARY and the OPERATOR will agree to the recognition badges worn by the staff. The OPERATOR will have any person evicted who refuses to comply with the premises rules.

|  |  |
| --- | --- |
| **SECURITY** | |
| Security agent | Supported by the BENEFICIARY |

1. TECHNICAL STAFF

It is recalled that the venue don’t provide sound engineer nor light technician

The BENEFICIARY will communicate to the OPERATOR the number of staff members who will do the technical work for the show

|  |  |
| --- | --- |
| **TECHNICAL STAFF** | |
| Sound Engineer | Supported by the BENEFICIARY |
| Light technician | Supported by the BENEFICIARY |

1. TAX FEES

The BENEFICIARY will exactly pay the taxes, levies, tax on shows and various contributions, as well as the costs which he would be liable to any person or organization due to its event.

He must also respect the regulations of literary and artistic property, he must conclude all prior agreements with the organizations concerned, in particular copyright societies, and regulate the duties and taxes that may be due to these organizations.

1. COSTS INVOLVED

In the event that the OPERATOR advances additional costs in addition to the general conditions of provision of the room, they will be listed and calculated. They will be reimbursed to the OPERATOR by the ticket office before any other remuneration whatsoever

Summary of costs incurred by the OPERATOR at the request of the BENEFICIARY

|  |  |  |
| --- | --- | --- |
| **ADDITIONAL FEES** | | |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |

1. SOCIAL LEGISLATION

Each party declares to be regularly affiliated to all existing social organizations and to be in good standing with those organizations.

In their capacity as employer, they undertake to carry out on behalf of their staff all the declarations and payments due to social organizations, so that the responsibility of the contracting partner cannot in any case and in any capacity whatsoever be researched on this subject. Each party guarantees for the same purpose its contracting partner to the regular affiliation with the social bodies of all workers, a subcontractor or a service provider that it could join on this occasion.

1. DEPOSIT

If so decided, as a guarantee of the settlement of the final invoice and any degradations due under this contract, THE BENEFICIARY will give the OPERATOR at the signing of this contract a deposit which will have been calculated by the two parts beforehand.

It will be returned to him after contradictory finding at the end of the event or following the statement drawn up by L’EXPLOITANT and after final clearance of the accounts.

1. FINANCIAL CONDITIONS

Different options are available for rental, provision, co-creation or any other financial conditions.

|  |  |
| --- | --- |
| **FINANCIAL CONDITIONS** | |
| Room rental without tax (€) |  |
| VAT 5.5% |  |
| Price including all taxes (€) |  |
| Corealization |  |
| Guaranteed minimum |  |
| Terms of payment |  |

Other arrangements may be made at the request of one of the parties and accepted by the other.

By gross receipts, the contracting parties mean the ticket sales turnover including tax, excluding ticket rental costs.

THE OPERATOR has no desire at any time to associate with THE BENEFICIARY in the sharing of profits and losses.

Payments are made by payment orders made out to L’USINE A MUSIQUE and denominated in euros.

1. CLEARANCE OF ACCOUNTS

The OPERATOR will proceed to the final clearance of the accounts at the end of the occupation of the place.

1. CONTRACT LAW

The present contract is regulated by French law.

French is the authentic language for the interpretation of these.

1. JURISDICTION ATTRIBUTION

Any dispute relating to the interpretation or execution of this contract, failing conciliation, will be brought before the Toulouse court, which is solely competent.

Made in Toulouse in two copies, the / / 2020

THE BENEFICIARY THE OPERATOR