1.1 ENTERTAINMENT

1.1.1 The Job

The Entertainment Chair’s job is to identify and book bands/singing groups and any other entertainment, and to serve as coordinator for these groups during the reunion. This includes:

1. Identify and book bands/DJs/orchestras for evening dancing. Popular bands are often booked a year or more in advance.

2. Submit all entertainment contracts to the Office of Alumni Affairs for review and approval by the University.

3. Book student singing groups and get signed contracts (coordinate with Program Chair).

4. Arrange for children’s entertainment, if applicable (coordinate with Children’s Program Chair).

5. Think creatively - background music, a class talent show, comedians, dance contests, Karaoke, etc.

6. Serve as liaison for entertainment groups at Reunions - food, set-up, lounge and changing rooms, payment, etc.

1.1.2 Related Information

Sharing bands. There are a couple of ways to share a band with another major reunion: first, you could share the cost of the band performing on the same night; second, you could use the same band on alternate nights, which often reduces the cost to each class. In addition, two or three classes may chip in for a band, and all members of those classes would be invited to the designated headquarters for the entertainment.

Student Singing/Entertainment Groups. Student singing groups are often hired by major and satellite reunions to perform at various times throughout the weekend. Contracts must be in place before the April 1 housing deadlines as only groups with at least three paid contracts are permitted to stay for Reunions and are given housing. The minimum contract that will qualify a singing/entertainment group to remain for Reunions is $200/performance.

Contracts. All bands, including alumni bands and garage bands, must sign contracts in order to gain access to campus. Please consult the University’s vendor guidelines for detailed information regarding entertainment contracts and riders. All contracts must be reviewed and approved by the University before signing; we strongly suggest you use the Contract Entertainment Agreement Form and addenda available in Volunteer Resources. These forms will expedite the University’s review and approval. Recently, bands have been inserting more and more clauses into their contracts. In keeping with Risk...
Management and University policy, however, some of these terms cannot be met and will be removed from contracts. For example, bands may not be given access to Reunions except to perform, and therefore a contract cannot stipulate that wristbands be given to band members, their crew, or their friends. In addition, contracts may not include stipulations that the performers or their crew be given any alcohol by the reunion.

**Housing requests from bands.** Some bands have requested space on campus for Reunions. While you are welcome to provide them with changing space in your Headquarters or Crew Rooms as part of your housing allocation, University Policy prohibits you from providing them with overnight accommodations. The limited supply of campus beds in your allotment must be used for alumni and their guests (and your student crew). Should your reunion have excess housing, it must be turned back to the Office of Alumni Affairs for use by major reunions that have a shortfall. (See the Housing section for further information.)

**Paying performers.** Generally, bands are paid a share of their fee after contracts are signed, and the remainder upon completion of their performance. If housing or other expenses are a consideration for your entertainment group, it may be easier to add additional funding for housing into bands’ payments than to book housing and make other arrangements for them. No contracts should be signed until approved by the University, and no payments made until contracts are signed by all parties.

**Noise Permits.** The Office of Alumni Affairs takes care of the application process on behalf of the classes and APGA for noise permits from the Princeton municipal government. All bands must stop playing by 2:00 AM.