

LUMINOUS STRING QUARTET

KAREN BARG
ARTISTIC DIRECTOR

+1-204-292-7067

karen@luminousstringquartet.ca

luminousstringquartet.ca

Terms and Conditions 2024

The Luminous String Quartet (hereafter known as ‘the Musicians’) will perform for ceremonies, receptions, banquets and other functions under the following Terms and Conditions:

1. For Pandemic Policies, which supersede portions of the current Terms and Conditions, please see page 2.
2. For current rates, please see page 3.
3. If vocals by Karen Barg are required in addition to the string quartet, an extra \$125 fee will be charged.
4. Any request for extra instrumentation not offered by LSQ will incur different rates. (i.e., adding piano, guitar, harp, other vocalist, etc.) Fees will be based on regular LSQ rates, new music to purchase, the time needed to rehearse, in addition to the extra instrumentalist's own rates.
5. To confirm a booking with LSQ, the Artistic Director will require a non-refundable retainer fee of \$250 in addition to a booking contract form to be filled out and signed. Retainer payments are applied towards balance owed for the event. Both retainer and signed contract are required to guarantee the booking made by the Client(s). Payments to be made via e-transfer unless other arrangements have been made.
6. Three months prior to the event, 50% of entire amount will be due (if applicable) and booking time confirmed. Invoices will be issued via email. Full payment of balance owing is due two weeks prior to event, after which late fees are incurred at 5% per day on entire booking fee. Payments to be made via e-transfer unless other arrangements have been made.
7. Final confirmation of Music must be made 30 days prior to event.
8. Final confirmation of Booking Time must be made at least three months (90 days) to event to confirm Musicians booked. Any changes thereafter will incur an extra fee of \$350 due to possible availability constraints and players booked who are unable to perform, along with further admin work incurred to the Artistic Director to find new players
9. The Musicians traditionally perform 15 minutes of Prelude music before the ceremony begins and continue with a Postlude once the ceremony has ended (should time allow within the confirmed booking time). A ceremony exceeding the booking time will be charged an additional fee and an invoice for overtime will be sent via email and payment required within 7 days of event performed. Please see page 3 for further rate information. For events that require the ensemble to provide a concert performance, further discussion regarding rates must occur with the Artistic Director in order to accommodate for rehearsal(s) needed.
10. Special arrangements of music not included in the current repertoire may be commissioned up to 45 days ahead of an event. Before an arrangement is created, the Artistic Director will first research to see if an existing arrangement is available for purchase at a lesser cost, with approval from the Client(s). Music purchases will be reimbursed by the Client(s) immediately after they have received a copy of the receipt, unless they have purchased it themselves. For custom arrangements, a minimum fee of \$210 will be charged for each arrangement and due immediately upon confirmation of request which covers up to 3 hours of work. A fee of \$100/hr (further based on 15-minute increments) will be incurred for any overtime work required and will be paid upon completion of the arrangement. Any arrangement commissioned under 45 days will be charged at the discretion and availability of the arranger. If more than two new pieces are required, a fee for rehearsal will be incurred.
11. Breaks will not be required during a one-hour event. If the Musicians are booked for 90 minutes or longer, breaks will be required and decided on between the Artistic Director and the Client(s) depending on programming.
12. Client(s) will ensure water is provided to the Musicians. Should the event booking exceed 90 consecutive minutes, Client(s) will ensure food is provided to the Musicians. (Details regarding food will be discussed with the Artistic Director.)
13. During an event, the Client(s) may request an extension of time to the Musicians performance. Should the Musicians be available for the extension, the extra fee will be paid either by cash or e-transfer. An invoice will be sent to the Client(s) via email, and payment required within 7 days of event performed.
14. Armless chairs are required. (Preferably not plastic fold up chairs)
15. An area of at least 10'x10' is required for proper string quartet and trio setup.
16. For events with large numbers of guests (over 150 guests), DPA mic rentals from the Artistic Director are required for proper audibility. Four XLR cables will be required to run through a mixer with Phantom Power capabilities. The Client(s) is responsible for the procuring and setup of any and all audio equipment with exception to the DPA mics. Any audio equipment provided by the Musicians will incur a rental fee based on what equipment is needed, at the discretion of the Artistic Director.
17. For outdoor events, the Musicians require a secured 10'x10' canopy to protect the instruments from the outside elements. In the event of rain, an alternate plan is imperative WITH THE SAME BOOKING TIME. Please note when planning an outdoor event, temperature can affect the Musicians and their instruments. A temperature of no lower than 16°C is necessary for the Musicians to perform to their highest standard. In extreme heat conditions (above 30C), further considerations must be made with regard to the health and safety of the Musicians as well as the Client(s) guests. Luminous reserves the right to refuse to perform in conditions that will affect their safety and health. No refunds will be given.
18. Events outside of Winnipeg will incur an extra charge. Travel is charged from the closest perimeter at a fee of \$25/Musician for up to 15 minutes; \$50/ Musician for up to 30 minutes, etc. This includes return travel. Events located more than one hour outside the city will require further arrangements to be made with the Artistic Director.
19. Cancellation requests must be made in writing via email to the Artistic Director. Cancellations made two months or more prior to event, monies received (aside from the non-refundable retainer) will be reimbursed. Cancellations made one month prior to event, no money is refunded and the balance owing is waived. Cancellations made two weeks prior to event, no money is refunded and the balance owing will still be required. Non-refundable retainers cover operating costs, administration fees, and cost of living. It will not be refunded under any circumstances.
20. All fees include 5% GST.
21. Events occurring on special holidays and/or dates may incur an elevated fee. Please confirm rates with the Artistic Director.

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Pandemic Policies

As a result of the Covid-19 pandemic, the following policies for Luminous String Quartet (hereafter known as LSQ) will be implemented, in the event of another pandemic or act of God were to occur in future.

1. Weddings or Events Postponements

- a. You may change your FIRST BOOKING date to another date within the current OR next year without penalty, with the non-refundable retainer honoured. (i.e. May 2023 may be changed to November 2024). The Client(s) agree to any increase in rates applicable to the year in which the event is being postponed to.
- b. If the date is postponed further (i.e. 2023 postponed to 2025), the non-refundable retainer will be honoured, but a \$50.00 penalty fee will be incurred in addition to the Client's agreement to any increase in rates applicable to the year in which the event is being postponed to.

2. Cancellation of Weddings or Events (Terms & Conditions #19)

- a. Non-refundable retainers cover operating costs, Administration fees, and cost of living. It will not be refunded.
- b. Cancellations made exactly two weeks prior to an event, monies paid to LSQ will not be refunded, however the balance is no longer owed.
- c. Cancellations made less than two weeks prior to an event, monies paid to LSQ will not be refunded.
- d. It is still possible to retain the services of LSQ for another event within the year (for the exact same amount of time or longer), should LSQ be able to accommodate the new date, along with further admin work incurred to the Artistic Director to find new players.

3. Booking Confirmation Changes (Terms & Conditions #8)

- a. Final confirmation of Booking Time and Venue will now be confirmed one month (30 days) prior to event. Depending on circumstances (and at the discretion of the Artistic Director), any last-minute changes of booking time or venue will still incur an extra (but lesser fee) of \$200.00, as this can directly affect other same day events booked.

4. Payment Schedule Changes (Terms & Conditions #6)

- a. 50% payment of the total owing, will be changed to one month prior with the remaining balance owing due two weeks prior to the date of the event.
- b. Late fees will NOT be waived unless an alternate payment schedule has been agreed upon with the Artistic Director.

5. Music Arrangements commissioned OR requested prior to Wedding or Event cancellation

- a. If the Client has commissioned and paid in full for a special piece of music to be arranged for their event, and the arrangement has been completed, no refund will be offered. The work has been fulfilled as per the request.
- b. If the Client has commissioned and paid in full for a special piece of music to be arranged for their event, and the arrangement has not been completed, payment based on time spent on the arrangement will be held back and a possible offer for refund made at the discretion of the Arranger.
- c. If the Client has not paid for the arrangement, no work will have been done in preparation, therefore no loss to either side.
- d. If in the event, an existing online arrangement of special music was purchased, the Client will be required to cover the cost of the purchase.

6. Masks and Physical Distancing Protocols

- a. LSQ will follow any and all Provincial Health Orders put in place. LSQ will require the following:
 - i. To be placed in an area of 10ft x 10ft, more than six feet from guests.
 - ii. For indoor events, masks are required for all in attendance until the health directives indicate otherwise.
 - iii. Guests are not encouraged to approach the quartet in order to maintain physical distancing. Only the clients, officiant and/or wedding planners may be in close proximity to the quartet in order to confirm details and cues, etc. with the LSQ Leader.
- b. Please note, during the Covid pandemic, the Provincial Health Orders included musicians in gathering numbers.

ANY CHANGES DURING A FUTURE PANDEMIC WILL BE A RESULT OF UPDATED PROVINCIAL HEALTH ORDERS.

Many of our players had to take a second job outside of LSQ during the Covid pandemic to offset their living expenses due to LSQ not being a consistent form of income. Pandemics affect all of us deeply. Live music services are unique in comparison to other wedding vendors, so we are incredibly grateful for your support and understanding with our circumstances during challenging times.

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2024 Rates

■ QUARTET

Four Musicians \$625 for one hour

Two violins, viola, and cello.

Each additional hour \$350, counted in 15-minute increments.

Second location \$80.

■ TRIO

Three Musicians \$525 for one hour

Violin, viola, and cello.

Each additional hour \$270, counted in 15-minute increments.

Second location \$60.

■ DUO

Two Musicians \$425 for one hour

Combination such as:

- Violin and viola
- Violin and cello
- Two violins

Each additional hour \$190, counted in 15-minute increments.

Second location \$40.

■ SOLO

One Musician \$325 for one hour

Violin or cello.

Each additional hour \$110, counted in 15-minute increments.

Second location \$20.

■ ARRANGEMENTS

Minimum fee \$210 per arrangement.

Custom arrangements must be commissioned at least 45 days prior to the event.

BOOKING PROCESS

1. Submit the contact form at: luminousstringquartet.ca/contact
2. We will strive to respond to your inquiry as soon as possible, however, if demand for LSQ is high, it may take a little time. We thank you so much for your patience.
3. After the non-refundable retainer and signed contract are BOTH received, a confirmation booking email will be sent.
4. **Balance is due 14 days prior to the event** unless otherwise arranged. Payment by e-transfer is preferred. Credit cards are not accepted at this time.
5. We will meet with you via video chat closer to your event date to confirm music selections and address payment for the balance owing.
6. A request to adjust the date and time of the event may be made, up to two months ahead of time after which, changes will incur a \$350 fee (see item #8 in Terms & Conditions). There is NO GUARANTEE a time change can be accommodated.

Please Note All fees include 5% GST.

Second location means setting up at another address, for example, moving from a ceremony at a place of worship to a reception at a hotel.