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[COMPANY LOGO, NAME, ADDRESS HERE]

Dear _____,

[COMPANY NAME HERE] (referred to herein as "_____") is a production company operating in [CITY, ST, COUNTRY HERE] which intends to produce a live production tentatively entitled "_____" in [LOCATION HERE] (referred to herein as the "Work.>").

We are delighted to offer you the position of _____ in relation to the proposed production of "_____" (the "Project") to be operated in [LOCATION HERE]. At present the planned opening of the work is [DATE HERE] in a [VENUE LOCATION HERE].

Services

We anticipate a production schedule of approximately [TIME PERIOD HERE] for creation, rehearsal and tech. Exact schedule to be determined.

You are engaged to complete the following specific tasks (the "Contributions") by working along with our creative team:

- [*]
- [*]
- [*]

Compensation

Your total compensation for your Contribution to this Project shall be: [*]
For avoidance of any doubt, the above compensation shall be the sole and exclusive compensation for your service relating to the Project and matter specified in this Offer Letter.

Service Period

The production timeline follows (subject to change) :

Travel & Housing

You may be required to travel in order to deliver the service in reasonable satisfaction to us, the reasonable cost and per diem of which shall be paid by us.

Ownership of Work

All rights in your Contribution to this Project shall be the sole and exclusive property of [COMPANY NAME HERE]

Or

License

All rights in your Contribution to this Project shall remain your sole and exclusive property, however, you agreed to grant a perpetual and irrevocable license to us to use any material or aspect therein throughout the Universe.

Confidentiality

You agree to keep the terms of this offer and details about the upcoming production strictly confidential and are liable to [COMPANY NAME HERE] for any breach.

Acceptance Deadline

Our offer to you will remain open until [DATE HERE]. Your acceptance must be made before this date.

We are enthusiastic about your addition to our team and the skill and experience you will bring to us. We look forward to your positive response and a friendly, beneficial relationship.