

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1086528 **Vendor Name:** IMG Artists, LLC

Check Details:

Check Number: E0110840 **Check Amount:** \$ 8,000.00 **Check Date:** 12/2/2025

Invoice Details:

Invoice Number: TR26-DRUMTAODEP **Invoice Date:** 12/1/2025 **PO Number:** NULL **Voucher Number:** V0915195

Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 2.21, Vendor Payment.

Date: _____ Vendor ID: _____ Vendor Name: _____

Payee Address: _____ Payment Due Date: _____

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
Total			\$

Check the appropriate box below:

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other Instructions:

All requests will require the following approvals:

Requester: _____ Print Name: _____

Budget Officer: _____ Print Name: _____

Requests \$10,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$10,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$25,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Check Request Form *(cont.)*

Processing a Check Request:

To expedite the processing of a check request, or other non-purchase order disbursement, the requesting department should:

1. Verify that the vendor intake process has been completed by the Procurement Office.
Payment cannot be made to a vendor until this process has been completed.
2. Complete and review this check request form and confirm that all relevant supporting documentation is attached including fully executed contracts, if applicable.
3. Ensure the payee information is complete and includes the vendor's Colleague ID number.
4. Ensure that the general ledger account number is included and correct.
5. Maintain a copy of the approved check request form for department records.
6. Submit the completed check request form to the Accounts Payable Office.

The check request form will be returned to the budget officer if the information is incomplete, not in compliance with College Policy, or if budget is not available.



ENGAGEMENT AGREEMENT

Agreement

This agreement, made on May 27, 2025, by and between **College of DuPage McAninch Arts Center 425 Fawell Boulevard, Glen Ellyn, IL 60137** (hereinafter referred to as "Presenter") and **IMG Artists FSO Drum Tao**, (hereinafter referred to as "Artist"), hereby serves to bind both parties to the following terms of engagement as stated:

Performance Details

Saturday March 14, 2026	7:30PM	McAninch Arts Center Belushi Performance Hall	Public Performance
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Program

DRUM TAO

Fee and Expenses

Fee: \$20,000.00 (Twenty Thousand USD) plus 17 hotel rooms for 2 nights

Other Special Terms

- Fee is special and confidential
- Artist's rider is an integral part of this agreement
- Presenter agrees to e-mail the final ticket count for the performance to ticketcount@imgartists.com within five (5) days of the Artist's performance.
- Exclusivity: 90 days before or after the confirmed date – 35-mile radius.
- Requested: One 20-minute intermission
- Act to also include: 3 Press interviews, phone-ins are acceptable, and/or one post-show VIP Meet & Greet
- ~~Deposits not greater than 25% will be paid when College Budget is approved in August 2025~~
- All payments are made by ACH electronic transfer or College Check
- Contract must be made out to College of DuPage
- For contract to be executed the college requires a certificate of Insurance and endorsement page for all artists who perform on campus
- W-9 dated in the Current year
- Signatory is Ellen Roberts, VP of Administration, College of DuPage
- College requires that contracts **must be signed by artist representative first** to begin processing

Payment Terms

Payment for DRUM TAO's performance should be issued in two installments as follows:

- a) **40% of fee (\$8,000.00 USD)** is due 30 days before the performance (on or before February 14, 2026), payable to IMG Artists LLC (F.I.D. # 20-0116624) with the following banking details:

Bank:	JP Morgan Chase
Organization:	IMG Artists, LLC
ABA:	021000021
Account No:	904-031144
SWIFT Code:	CHASUS33

- b) **60% of fee (\$12,000.00 USD)** is due after formal box office review within the first business week following the performance, payable to IMG Artists with the same banking information above.

If Presenter cannot issue payment by ACH or wire transfer, please issue payment by check made out to IMG Artists, LLC mailed on the first business day following the final performance to: Rosanna Sosa, IMG Artists, 7 West 54th Street, New York, NY 10019. (Please insert the dance company name – Drum Tao – in



IMG Artists

ENGAGEMENT AGREEMENT

the memo field of the check.) **IMG Artists only accepts checks that are sent via a tracked and/or registered service such as: Fedex, DHL, and UPS. If you are sending a check, please email the tracking number to sgreenlee@imgartists.com.**

This Agreement is hereby duly signed and governed by the Terms and Conditions overleaf, which are expressly incorporated. Any attached schedules or riders form an integral part of this agreement.

Signed by:

Ellen Roberts

49066CF0BC2F425
College of DuPage

Date: 12/1/2025

Dean Shultz
SVP, Tour & Artist Management
IMG Artists

Date: 6/10/25



IMG Artists

TERMS AND CONDITIONS

1. IMG Artists is Artist's authorized agent for all purposes hereunder. Presenter agrees to pay the total due by check(s) which is made payable according to page one of this contract.
2. If Artist is unable to perform the Engagement for any reason beyond the control of the Artist, including without limitation, illness of Artist or death or life threatening illness of an immediate family member of Artist, accident, or any incapacity, fires, labor disputes, public emergency or calamity, epidemic, pandemic, viral, bacterial, or other communicable disease transmission, or other public health-related concerns, disruption of air traffic, act of terrorism, or Act of God ('force majeure'), this agreement shall terminate with respect to the Engagement and neither party shall be liable to the other for any damage arising from the Artist's inability to perform. If, for any such reason, Artist is able to perform only a portion of the Engagement, then the Engagement Fee shall be reduced on a pro-rata basis. Cancellation or rescheduling of the Engagement by Presenter due to Presenter's fiscal insolvency, poor ticket sales or scheduling problems, or for any other reason, shall not be deemed a force majeure event giving rise to termination without liability on the part of Presenter.
3. Presenter agrees to provide the Engagement Site and rehearsal area, including stage and dressing room, furniture, stage lighting, sound equipment and other items, each as reasonably requested by Artist and each in a clean, comfortable and safe condition, professional personnel to operate all such equipment, all necessary house staff (back and front of house) and a page turner (if requested by Artist), each at Presenter's expense. Presenter further agrees to honor Artist's specific needs as detailed in any riders attached hereto.
4. If a piano is required for the Engagement, Presenter will furnish at Presenter's expense one properly tuned 9 foot Steinway concert grand piano (or other piano acceptable to Artist) in excellent condition, tuned, for use during the Engagement.
5. Presenter will be solely responsible for payment of all royalties or license fees required in connection with performance of works on Artist's program.
6. Presenter agrees that the Engagement (and any rehearsals) will not be recorded, broadcast, televised, videotaped, photographed, filmed or otherwise reproduced or extended beyond the Engagement site without the prior written consent of Artist, through IMG Artists.
7. Artist, through IMG Artists, agrees to furnish Presenter with reasonable quantities of available publicity materials solely for use in promoting and publicizing the Engagement. Presenter acknowledges that IMG Artists is unable to provide Presenter with program notes. Upon request, Presenter agrees that any promotional materials produced by Presenter in connection with the Engagement in which the Artist's name or likeness is included is subject to Artist's prior approval, through IMG Artists.
8. Presenter agrees that it will produce the program for the Engagement at its own expense. If requested, Presenter agrees to supply Artist, through IMG Artists, with all pages of the program on which Artist's name or likeness appears and such pages are subject to Artist's approval, through IMG Artists. Presenter agrees to include text and/or inserts as provided by Artist (through IMG Artists) in each program and program credits as follows:
 - (i) **Drum Tao** appears by arrangement with IMG Artists, LLC, 7 West 54th Street, New York, NY 10019. 212-994-3500
9. Presenter to provide Artists with a total of ten (10) complimentary tickets in prime locations
10. Notwithstanding anything to the contrary contained herein, if Presenter incurs any claims, damages, other liabilities or costs and expenses (including, without limitation, reasonable attorneys' fees) relating to the non-appearance by Artist for reasons other than those enumerated in Paragraph #2 in connection with the Engagement, Artist's liability to Presenter shall not exceed 10% of Artist's fee hereunder (excluding Artist's expenses payable by Presenter hereunder).
11. Artist shall defend, indemnify and hold Presenter, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Artist, its officers, agents, or employees. Presenter shall defend, indemnify and hold Artist, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Presenter, its officers, agents, or employees.



IMG Artists

TERMS AND CONDITIONS

12. This ENGAGEMENT AGREEMENT shall be governed by and construed in accordance with the laws of the State of ~~New York, Illinois~~ without giving effect to the principles of conflicts thereof. In the event a dispute arises under this ENGAGEMENT AGREEMENT which cannot be resolved, such dispute shall be submitted to arbitration and resolved by a single arbitrator (who shall be a lawyer) in accordance with the Commercial Arbitration rules of the American Arbitration Association then in effect. All such arbitration shall take place at the office of the American Arbitration Association located in ~~New York, New York~~ the State of Illinois. Each party is entitled to depose one (1) fact witness and any expert witness retained by the other party, and to conduct such other discovery as the arbitrator deems appropriate. The arbitration provisions of the ENGAGEMENT AGREEMENT shall not prevent any party from obtaining injunctive relief from a court of competent jurisdiction to enforce the obligations for which such party may obtain provisional relief pending a decision on the merits by an arbitrator. Each of the parties hereby consents to the jurisdiction of ~~New York~~ Illinois courts for such purpose. The award or decision rendered by the arbitrator shall be final, binding and conclusive and judgment may be entered upon such award by any court. [See MAC Rider # 11]
13. All rights and remedies of the Parties under this Agreement are cumulative and not in limitation or restriction of any other right or remedy in law or in equity.
14. This ENGAGEMENT AGREEMENT cannot be assigned or transferred without written consent of Artist, through IMG Artists.
15. Presenter agrees not to modify by hand the face of this ENGAGEMENT AGREEMENT, including the terms and conditions and any riders hereto, without IMG Artists' prior approval. This Engagement contains the entire agreement between the parties and shall supersede all prior proposals, negotiations, agreements, arrangement and understandings, if any, relating to the obligations and matters set out herein, whether oral or written.
16. Presenter to share detailed marketing and promotion plan for DRUM TAO's performance with IMG Artists.
17. Presenter to provide regular ticket sales reports to IMG Artists when requested and on a weekly basis beginning eight weeks prior to the performance. Presenter to provide a final ticket sales report to IMG Artists no later than three (3) days following the performance.

Signed by:

 40066CF0BC3F425...
College of DuPage


Dean Shultz
SVP, Tour and Artist Management
IMG Artists

Date: 12/1/2025

Date: 6/10/25

Addendum to Contract

DRUM TAO 2026 North American Tour

This is a preliminary addendum that may be updated.

This rider shall be attached to and become an integral part of the contract for all engagements of TAO ("THE COMPANY"), contracted through IMG Artists ("IMG").

TOUR STAFF : TOTAL of 16 people (for the first 7-10 days will be 18 people)
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THE TAO TOURING COMPANY is comprised of the following **13** personnel:

- (11) Performers
- (1) Lighting Designer
- (1) Sound Designer

In addition, the following 2 personnel will travel with TAO for the first 7-10 days of the tour to have IMG staff take over the show:

- (1) Director
- (1) Assistant Director

In addition THE COMPANY will travel with the following 3 IMG staff:

- (1) Truck Driver
- (1) Technical Director
- (1) Bus Driver

SCHEDULE

If the venue is the first one of the tour, TAO requires exclusive access to the venue and stage 2 days before the first performance: one day for load-in and stage set-up and next day for run-through rehearsal. The stage for the show **MUST** be secured exclusively for TAO and the local presenters **MUST NOT** book the other events during these 2 days. The local promoter shall be responsible for any fees incurred for the use of the stage or rehearsal space used for rehearsals.

In addition, not only the first show day but also during the tour TAO can use the stage exclusively in a whole show day and the local presenters **MUST NOT** book the other events or shows at the same day.

THE COMPANY should have exclusive use of the theatre for the length of the engagement. If union regulations do not allow exclusive use of the theatre, the following schedule will be adjusted to accommodate changes. THE LOCAL PRESENTER is requested to provide adequate security for company equipment if it is left onstage overnight.

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 Technical Rider
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All lighting and sound equipment should be hanged, patched, and tested before THE COMPANY'S arrival.

⟨Time schedule in the case of a ~~7:30~~ **7:00pm House Open**, ~~8:00~~ **7:30pm Show start**;⟩

- 10:30am** ~~11:00 pm~~ **(8.5 hours till House Open)** – THE COMPANY arrives and starts load-in, unpacking, set-up of stage props and spiking placement, lighting designer starts pre-focus at the same time. Stage hands to vacuum stage floor and mop backstage.
- 1:30pm** ~~2:00 pm~~ **(5.5 hours till House Open)** – Lunch break for the company, sound crews, and rail crews. Lighting designer starts focus.
- 3:00pm** ~~3:30 pm~~ **(4 hours till House Open)** – Sound Check, Spacing check and rail cues on stage. Lighting crews take an hour lunch break.
- 4:00pm** ~~4:30 pm~~ **(3 hours till House Open)** – Rehearsal
- 5:30pm** ~~6:00 pm~~ **(1.5 hours till House Open)** – An hour dinner break for THE COMPANY and all crews.
- 6:30pm** ~~7:00 pm~~ **(30 minutes till House Open)** – THE COMPANY will do preset onstage.
- 7:00 pm** ~~7:30 pm~~ **(House Open)** – House opens no more than 30 minutes prior to the show. THE COMPANY'S Technical director will release the stage to the theatre staff.
- 7:30pm** ~~8:00pm~~ **(Show Start)** - The show is approximately 2 hours with intermission. From the time the house opens to the time the TAO staff calls for work lights after the house has cleared, all changes to the visible stage are a choreographed part of the show. The performers do all changes in instrument placement on stage.
- 9:30pm** ~~10:00pm~~ **(End of the Show)** –The company starts striking the stage sets and packing the instruments immediately after the show. Load-out takes approximately 1.5 (one and a half) hours. Depending on the loading dock condition, it can be shorter or longer.
- 11:00pm** ~~11:30pm~~ **(After load-out)** – THE COMPANY will leave the venue once load-out is over.

In the case of multiple performances: If the company has multiple performances over a couple of days, the company will need access to the venue at least five hours prior to the house opening on the second/third day, because the company needs 5 (five) hours for drum tuning and rehearsal after the first day set-up.

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 Technical Rider
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In case of matinee: If the company has a matinee, the company will need a minimum of 5 (five) hours for load-in, stage set-up, and focus on the day before matinee (this does not apply if the company has evening performances on the day before the matinee).

All times are subject to change and will be confirmed during the advance process.

LOCAL PRESENTER AGREES TO SUPPLY THE FOLLOWING AT ITS OWN EXPENSE:

STAGING DIMENSIONS	
Proscenium Width	Sixty (60) feet • 18m
Proscenium Height	Thirty (30) feet • 9m
Grid Height	Seventy-two (72) feet • 22m
Performing Space (depth from plaster line to last lineset)	Fifty-three (53) feet • 16m
Performing Space (width from leg to leg)	Fifty-three (53) feet • 16m
Wing Space (off stage of proscenium)	Twenty-six (26) feet wide each x full stage depth

When orchestra pit is not sold, THE COMPANY will use it as a part of the stage.

Interior access from backstage to the side of the house as well as the rear of house or lobby directly to the stage via stairs or ramps is also required for entrances and exits through the audience.

BACKSTAGE

The backstage area must allow for fast entrances and exits with props and instruments.

Two tables at least 2'x6' on each side have to be provided. A clear and well-lit crossover is essential for all performers. The backstage must be well-lit with running lights left and right to aid performers with no light spill onstage and cleared of all possible obstructions.

With its amount of instruments and props, the company require the usage of wing area and back stage as much as possible. Therefore stage wings and backstage area must be organized and the company may request to move some objects to create clear spaces.

FLOOR

The company will travel with its own floor sheet that can cover the area size of 60 feet by 53 feet. Installation of the sheet will be applied under the direction of the touring technical director. THE PRESENTER will provide six (6) gaffer tapes upon the company's arrival.

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SCENERY

Basic stage plan and technical riders will be provided in advance.

The production requires about twenty six (26) flybars. (The number is subject to change depending on the production design.)

26 flybars will be used for Cyclorama, Upstage full black, scenic drop x two(2)(brought by TAO), Mid stage full black, Scrim, Downstage full black, house curtain, five(5) sets of legs, five(5) borders, five(5) LXs and three(3) flybars for overhead microphones.

INSTRUMENTS

THE COMPANY travels with all of its own musical instruments.

The members of the performing company spend years training and learning not only to play drums, but also how to handle drums/equipment. Drums and equipment are fragile (despite their size and weight) and extremely expensive.

Assistance with unloading and loading the truck is welcomed; however, as assembly of stands and carts is part of the tuning process, TAO prefers to handle the drums and all of the related equipment once they are on the stage. Stage hands can handle them only when THE COMPANY asks for help.

AIR CONDITIONING

Because they are made out of leather, the instruments (Drum Skins) are very sensitive for temperature and humidity. The preferred condition is 75°F, with 45% of humidity.

Opening and closing of all the doors in the facilities including the loading dock will be directed by the company leader to adjust the conditions. The presenter is required to prepare two big fans to be used for maintenance of the instruments.

HOTEL ACCOMMODATIONS

THE COMPANY requires 16 hotel rooms (16 singles) with complimentary continental breakfast and wireless internet direct-billed to THE PRESENTER (double rooms should contain two beds). When THE COMPANY needs to take accommodations, THE COMPANY requests 11 hotel rooms (6 singles and 5 doubles). **IMG must approve hotel selection.**

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Technical Rider
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~~The company requires 2 additional single rooms for the first 7-10 days of the tour, to be advanced and confirmed with the Tour Manager.~~ 17 rooms for 2 nights per face of the contract

LOCAL TRANSPORTATION

One runner with a car or van is also requested during the day for the needs of THE COMPANY.

TRANSPORTATION AND TRUCKING

THE COMPANY travels in a 56-passenger coach bus. The tour will be accompanied by 26 ft truck. Parking for the vehicles should be reserved 12 hours prior to the show's start time until THE COMPANY's departure after the show. THE PRESENTER is required to prepare all parking permits and provide maps and clear directions to the loading dock and parking locations. Additionally, THE PRESENTER has the responsibility for the parking for the truck and the coach bus on the travel day before the show day as well.

LOADING DOCK

The show consists of musical instruments, stands, carts and costumes that will arrive in one 26' foot truck. **THE LOCAL PRESENTER should be sure that the load-in route is adequate and arrange for truck parking in advance.** The route from the loading dock to the stage must accommodate an 850 lb. 6'W barrel-shaped drum, and minimum required dimension for the opening of the dock is 7.8 feet X 7.8 feet X 7.8 feet. Also, if the loading dock does not have roof to protect the equipment from rain or snow, the presenter needs to provide vinyl tarps and towels.

MASKING

Black velour legs and borders sufficient to fully mask the open stage are required. THE COMPANY's standard configuration is four (4) openings per side, which requires five (5) pair of legs and five (5) borders. The legs should provide adequate masking for the side and backstage area and allow for easy entrances and exits both stage left and stage right.

LIGHTING

The show uses locally-provided lighting equipment except for lighting console. Lighting plan will be provided by THE COMPANY in a timely manner.

All lighting fixtures must be hung, patched, colored and ready to focus prior to THE COMPANY's load-in. The venue is to provide gels for their fixtures per the forthcoming plot.

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 Technical Rider
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The lighting cues are called or executed by THE COMPANY's Lighting Designer, preferably from a centrally located lighting or sound booth in the back of the auditorium with a clear view of the stage.

EFFECT EQUIPMENT

THE PRESENTER shall provide two (2) haze machines. The use of haze is heavy at times and may trigger some smoke detectors. It is the responsibility of THE PRESENTER to arrange for any staff necessary to ensure that these effects will be possible without setting off house fire system.

SOUND

The show uses locally- and tour-provided sound equipment. A complete sound plot will be sent by THE COMPANY in a timely manner.

THE COMPANY performs entirely with live amplified music and retains the sole right to set amplification levels. Please advise THE COMPANY's Technical Director of any audio restrictions in advance.

All equipment listed on the forthcoming sound plot shall be provided at the sole expense of THE PRESENTER and must be in the theatre before the scheduled load-in.

INTERCOM

Headset communication between light board, stage right for the stage manager, fly rail, and the THE COMPANY'S Lighting and Audio Designer is required and should be in place before the afternoon rehearsal. If the light booth is enclosed, a booth monitor speaker with volume control is needed. There should be a live monitor feed of stage sound to the dressing rooms.

WARDROBE

Costumes will require laundering, ironing, and/or steaming. Some repairs may be needed. THE COMPANY requires to do the personal laundry during load-in. If THE COMPANY is allowed to use washers/dryers without supervision by the house wardrobe personnel, one (1) wardrobe person is required after the show only. THE COMPANY will need to do at least one load of laundry (depending on the capacity of the machine) after the show during the load-out. If there is no washing machine available at the venue, please provide THE COMPANY an alternative washing machine options (for example, transportation to nearest Laundromat, hotel, etc.).

Costume racks for approximately sixty (60) costumes are required as well as a washing machine with soap, dryer, irons, and ironing boards.

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DRESSING ROOMS

Adequate dressing room facilities are required for fourteen (11) performers (9-10 men and 1-2 women), and should be equipped with hot and cold running water, toilet facilities, bright lights and mirrors. These should be close to the stage or there must be a backstage area for quick costume changes.

The quick change booth needs to be right by the stage for female performers' quick change. The location will be determined after the company's arrival. The room can be simple and temporal.

GREEN ROOM

A large, bright room with tables and chairs for **sixteen (16)** people is needed for THE COMPANY to eat in prior to the performance. See *CATERING* section below for more information.

The Green Room should be located near the dressing room(s) and must be heated and cooled as appropriate.

PRODUCTION OFFICE

A room suitable for three (3) persons to comfortably work is required as a production office for the duration of THE COMPANY'S time in the venue. This room should be secure and well lit with tables or desks, chairs, and a coat rack with hangers and be close to the stage and dressing rooms. This room should have wireless internet and a telephone from which local and calling card calls can be made. THE COMPANY requests the same conditions for Show Director.

CREW REQUIREMENTS

As specified previously in this document, masking and lighting area to be hanged prior to THE COMPANY'S load-in. This crew schedule assumes that THE PRESENTER has done so.

Technical set-up will most likely take at least nine (9) hours preceding the performance: unloading, hanging, and assembly of THE COMPANY'S scenery, setting up of stage props, lighting focus and cuing, testing the effects and sound levels, and warm-up for the performers.

If the house is run by union, the presenter must notify its regulations, minimum and maximum labor hours, required break hours, and any other regulations to the technical director in advance.

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 Technical Rider
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The PRESENTER agrees to provide all required stage personnel for set-up, performance(s), and load-out. The following is the minimum crew requirement:

LOAD IN CREW	RUNNING CREW	LOAD OUT CREW
1 Head of Lighting/3 Lighting Crews	1 Head of Lighting	1 Head of Lighting/3 Lighting Crews
1 Head of Audio	1 Head of Audio	1 Head of Audio
1 Flyman/Rigger	1 Flyman	1 Flyman/Rigger
5 Stage Hands		5 Stage Hands
1 Runner		1 Wardrobe
(1 Wardrobe)		

In addition to the above crew, THE PRESENTER agrees to provide a local Technical Director familiar with the place of production. If riggers and/or truck loaders are required in addition to the crew list above, THE PRESENTER will add them.

Load out at the last venue of the tour will take approximately 3-4 hours after the show ends to pack up all the instruments and ship them back to Japan by freight.

HOSPITALITY

THE PRESENTER will provide the below hospitality in the Green Room upon THE COMPANY's arrival. Also these items will be provided on load-in day prior to matinee/multiple performances. In case of multiple performances in multiple days, hospitality items will be provided on each day.

- Bottled still spring water [about 40 bottles, 1 pint (500ml size)]
- Whole milk (Quart size) *Not Non Fat Milk
- STRONG coffee (no decaf)
- Hot tea
- 100% fruit juice (few ½ gal. bottles: orange, apple, grape, etc.) and several kinds of soda
- Snacks/Sweets (chips and one small bag of chocolates).
- Bread and butter with assorted jam and Nutella
- Deli tray (half size) including hams and cheeses with appropriate condiments such as mayonnaise and mustard.
- Bananas and other fresh fruit
- Cups and utensils (paper plates and forks, knives and spoons)
- ~~Bottles of beer for all members of THE COMPANY~~ [See MAC Rider # 24]

Lunch:

In addition to a provided meal, THE COMPANY prefers to cook its own lunch in the theatre wherever possible. THE COMPANY will bring its own induction cooking plates (no open flame),

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 Technical Rider
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rice cookers, etc. but appreciates a set-up cooking area in Green Room if no kitchen is available. Please inform tour manager and IMG Artists if this is not possible due to house regulations. THE COMPANY requests THE PRESENTER pre-grocery shop on THE PRESENTER's expense. It would cost \$40-\$50 approximately. Grocery items should be provided upon THE COMPANY's arrival and the list of grocery items will be sent in a timely manner.

Dinner:

PRESENTER will provide a hot meal in the Green Room before the show (about 1.5 hours before the house open). Preferred menu items include at least one rice dish, soup, salad, vegetable, fish, chicken, beef, pasta, etc. These selections can be either chosen or combined from Japanese, Indian, Chinese, Italian, or local cuisine. Please confirm suggested menu with the Tour Manager. 20 take-out containers are appreciated for company members who do not eat before the show.

FILMING

Photos and any recording devices will be strictly prohibited during each performance. THE PRESENTER will make a pre-show announcement asking the audience to turn off cell phones and to refrain from taking pictures. The PRESENTER and its staff will enforce this rule during the performance. THE COMPANY will film each show to maintain show quality. Please provide an available area with power, clear of the audience, preferably in the center of the house. Permission for THE COMPANY to take photos will be authorized.

HOUSE TICKETS

THE COMPANY requires ten (10) complimentary house tickets in the best location for each performance. The tickets will be released automatically if THE COMPANY does not inform THE PRESENTER by the day before the show.

MARCHANDISE

Four skirted 3'x6' tables, four (4) easels, and one (1) extension power cable are required in the lobby for selling the merchandise. THE COMPANY will provide their own seller, who will have the sole and exclusive right to retain 100% of the receipts therefrom.

MEDIA, PUBLICITY, AND PROMOTION

Receptions following performances, press interviews, television, and photo calls are only to be arranged with IMG and Tour Manager in advance of arrival date.

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 Technical Rider
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NOTE: PHOTOS, ESPECIALLY WITH FLASH, AND RECORDING ARE STRONGLY PROHIBITED DURING PERFORMANCE.

The theatre is requested to make a pre-show announcement asking the audience to turn off mobile phones and not take pictures and enforce this rule during the performance.

LATE SEATING POLICY

Late seating will be limited to between the songs as a courtesy to performers and others.

AGREED TO AND ACCEPTED:

Signed by:
 By: Ellen Roberts
 For: College of DuPage
 Date: 12/1/2025

**Drum Tao Tour 2026
 Presenter Information Sheet**

Presenter:
College of DuPage

Venue name:
McAninch Arts Center

Venue Physical address:
425 Fawell Blvd, Glen Ellyn, IL 60137

Hall capacity: 780 plus 40 optional pit seats

Stage Dimensions: Proscenium opening: Width 49' Height 25'
Depth (curtain to back wall) 37'
Distance from edge of stage to grand curtain 16'5"
Apron 5'

Phone numbers:

Main (630) 942-3008 Emergency (630) 942-2000

Box Office (630) 942-4000 Backstage (630) 942-2913

Hotel: Doubletree by Hilton Lisle/Naperville

Drum Tao Tour 2026
Technical Rider
Page 11 of 11

Doctor On-call:

Executive Director:

Diana Martinez

Phone (630) 942-3007 Cell _____ E-mail martinezd59@cod.edu

Tech Director:

Joe Hopper

Phone (630) 942-2913 Cell (630) 484-5012 E-mail hopper@cod.edu

Event Coordinator

Joe Hopper

Phone (630) 942-2913 Cell (630) 484-5012 E-mail hopper@cod.edu

Marketing/Publicity

Janey Sarther

Phone (630) 942-4525 Cell _____ E-mail sarther@cod.edu

Concessions

Tom Murray

Phone (630) 942-3072 Cell _____ E-mail murrayt166@cod.edu

House Program

Phone _____ Cell _____ E-mail _____

McAninch Arts Center at College of DuPage
CONTRACT / AGREEMENT RIDER

This Rider, dated **July 1, 2025**, is hereby made a part of the attached contract/agreement between **College of DuPage, McAninch Arts Center** (herein known as PURCHASER) and **IMG Artists FSO Drum Tao** (herein known as ARTIST).

Relationship / Provisions

1. It is acknowledged that the relationship between the parties is that of independent contractors and in no event will the relationship between the parties hereto be interpreted or construed to be that of employer/employee or of principal/agent.
2. The provisions of the contract and riders that incorporate the Constitution, By-laws, Rules and Regulations of the American Federation of Musicians of the United States and Canada and any local thereof, including but not limited to adjudication of claims, controversy or differences involving services under this contract shall not be binding on the PURCHASER.
3. If someone signs this contract other than the ARTIST, the person signing for the ARTIST expressly warrants that he/she is authorized by the ARTIST to execute this contract for the ARTIST for this engagement at the time and place specified for this contract.
- 4a. This rider when attached to the contract/ agreement and agreed to by both parties becomes a binding addendum to the performance agreement.
- 4b. Contract confidentiality will be honored to fullest extent of the law possible taking into consideration FOIA rights and regulations of government institutions.
- 4c. In the event of a conflict of terms, those stipulations stated in this Rider (Contract Rider of the McAninch Arts Center at the College of DuPage) shall take precedence over and shall prevail over any printed, typed, or handwritten terms located elsewhere in the contract. It is understood that this agreement supersedes any Artist requirement in conflict with College of DuPage Policy.

Payment

5. Payment will be in the form of a College of DuPage check or ACH Payment.
6. Signed contracts and all attached riders must be returned to College of DuPage at least three (3) weeks prior to performance date to insure issuance of check by time of performance.
7. Due to the fact that PURCHASER is part of a Community College, deposits to ARTIST shall not exceed 25% of total fee, unless agreed upon in writing by both parties.

Insurance / Indemnity / Force Majeure / Cancellation

8. It is understood that ARTIST is self-employed and carries at ARTIST's cost and expense any insurance coverage, such as, Workers' Compensation, medical, property, liability and auto relative to the services being performed. ARTIST will provide PURCHASER with **Certificate of Insurance as soon as possible, naming College of DuPage as Certificate Holder, and including an Endorsement Page**. The Certificate of Insurance must provide evidence of liability coverage for CLIENT in amounts not less than \$1,000,000.00 combined single limit for bodily injury and property damage, with a \$2,000,000.00 general aggregate. ARTIST cannot perform without this Certificate of Insurance.
9. Neither party shall be liable for any failure or delay in performance of its obligations under this agreement if Performance becomes impossible or impracticable and is not within a party's control due to Act of God or "act of government" – any act or regulation on public spaces, of any public authority or bureau, civil tumult, strike, epidemic, interruption or travel bans, delay of transportation services, war conditions, emergencies, where an order by a government or a government agency in a country or state has prevented performance or invoked capacity restrictions on gatherings and businesses are imposed. The parties acknowledge and agree that the occurrence of Pandemic, including but not limited to COVID19, the H1N1 virus, or swine flu in an area in close proximity to the performance venue in and of itself is not deemed a Force Majeure Occurrence, unless the state or local government, or US Department of Health and Human Services declares an outbreak of the virus in the area in which the performance is scheduled to take place. Any other similar or dissimilar cause beyond the control of either Artist or Purchaser (each a "Force Majeure Occurrence") it is understood and agreed by the parties that there shall be no claim for damages by either party against the other and each party's obligations hereunder shall be deemed waived. Any deposit monies paid to Artist by Purchaser shall be refunded to Purchaser, or both parties will make every effort to reschedule the date within 18 months of the scheduled date. Presenter will serve notice to the agency of the artists, or agent of the artist will serve notice to the presenter "as soon as possible". The Parties also acknowledge that this Force Majeure clause hereby supersedes and replaces in its entirety the Force Majeure clause(s) in any contract or rider for this engagement heretofore all other terms of the existing contract remain in full force and effect.
10. If for any reason, except due to an Act of God, this contract is cancelled by the ARTIST beyond the cancellation clause contained herein, then the ARTIST agrees to refund any and all deposits less purchased plane tickets. The ARTIST will make every effort to reschedule the engagement at original agreed terms and fees.

Choice of Law and Forum

11. The laws of the State of Illinois shall govern this agreement. The signatory of PURCHASER, in signing this contract and/or rider(s), warrants that he/she signs as a properly authorized representative of the institution and does not assume any personal liability for meeting the terms of the contract and/or rider(s).

Tech / Hospitality Rider

12. The ARTIST or ARTIST's representative will provide in writing to the PURCHASER a technical rider mutually agreed upon and attached to this contract/ agreement. It will include all technical requirements (sound, lighting, power, rigging, etc.) Any changes to this rider after signing must be mutually agreed upon and received by PURCHASER at least four (4) weeks prior to the engagement.
13. The PURCHASER must receive notification regarding changes to hospitality rider and travel itinerary and transportation details one (1) week prior to engagement to ensure PURCHASER can meet the ARTIST's needs.
14. The MAXIMUM sound pressure level (SPL) at the FOH mix position shall be 103 dB, C weighted. THIS IS STRICTLY ENFORCED.

Ticketing

15. The PURCHASER will provide ARTIST with ticket receipts and access to the box office only in the event of a negotiated ARTIST/PURCHASER box office receipt split. In the event of an inclusive fee agreement PURCHASER will not provide any of the aforementioned manifests or access but will provide at their discretion box office reports when requested by ARTIST.

16. Ticket policy, prices, fees, discounts, and the issuance of complimentary tickets shall be at the sole discretion of the PURCHASER.

17. The PURCHASER will provide ARTIST with 10 complimentary tickets for public performance in good locations to be determined by the PURCHASER. ARTIST must confirm or claim complimentary tickets one hour and thirty minutes prior to performance time or forfeit tickets back to PURCHASER for sale.

License / Permits

18. ARTIST agrees that all materials (i.e., music, literature, play scripts, poetry, lecture, comedy, etc.) to be performed at the College of DuPage are his/her/their own original work or works for which he/she/they have received written permission from the author to perform.

19. PURCHASER has a license agreement with BMI, ASCAP, GMR, and SESAC. ARTIST agrees to pay any and all other royalties (above and beyond the BMI, ASCAP, GMR, and SESAC blanket coverage of PURCHASER), if required, to be paid on copyrighted material, performance right fees, and/or music rental, if any, to insure that PURCHASER is held free from all such liabilities connected with the performance(s).

20. PURCHASER confirms that it is the sole responsible authority for the venue.

21. ARTIST further agrees to indemnify, defend and hold harmless PURCHASER, its trustees, employees, faculty, students and agents from and against any and all claims, actions, damages, liabilities and expenses in connection with any law suit or other legal action asserting that ARTIST's use of materials in any performance at or sanctioned by the College of DuPage was improper, illegal or violative of any copyright or trademark. This indemnity and hold harmless shall include indemnity against all costs, expenses, and liabilities, including attorney's fees, incurred by PURCHASER in connection with any claim or action hereunder.

22. WORK PERMITS AND VISAS. ARTIST shall provide and pay for all work visas or other permits as required by law or governmental agencies in order for ARTIST to perform the engagement. If ARTIST fails to secure required visas or permits, ARTIST agrees to refund any deposits made by PURCHASER.

Tobacco / Alcohol / Drug Clause

23. College of DuPage is a tobacco-free campus. Use of tobacco and tobacco-related products is prohibited on all College premises.

24. College of DuPage policy prohibits providing alcohol to any ARTIST(s) or ARTIST's staff, and prohibits the possession and consumption of alcohol, narcotics or drugs by ARTIST(s) or ARTIST's staff on campus.

25. If the ARTIST arrives at the performance site noticeably under the influence of intoxicating beverages, narcotics or drugs, the PURCHASER may cancel this contract with no liability on the part of the PURCHASER.

Sponsorship

26. PURCHASER may secure sponsorship for this event. ARTIST sponsorship and recognition of sponsorship is subject to approval by PURCHASER.

Merchandising / Concessions

27. The ARTIST may have the right to sell recordings, photographs, and other souvenir items prior to the performance, during intermission(s), and after the performance upon approval and arrangement of the PURCHASER. Souvenir sales are to be located at a site, within the performance hall, at the discretion of PURCHASER. Souvenir sales cannot interfere with ticket sales, other concession sales, or with the normal (or emergency) traffic patterns of the audience.

26a. All book sales must be conducted in partnership with the College of DuPage Bookstore. A representative from the Bookstore will be on site to sell books for the duration of event. ARTIST shall receive no commission for any book sales.

Marketing / Public Relations / Programs

28. ARTIST agrees to furnish PURCHASER with requested marketing and public relations materials upon the execution of contract/ agreement, including but not limited to

- a. High resolution (300 dpi or higher) electronic photos
- b. Press kit including bio, reviews, photos
- c. No fewer than two (2) sound files for music samples on the PURCHASER's web-site.

29. Unless otherwise agreed upon, the PURCHASER will provide a program for this event. All materials for program must be received by PURCHASER's Marketing Department five (5) weeks prior to scheduled performance date.

30. If arranged for by PURCHASER, ARTIST agrees to make an appearance at a donor/ sponsor reception immediately following the concert in a reception room located adjacent to backstage area.

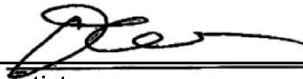
Performance Radius

31. Artist will not perform at other venues within 35-mile radius of McAninch Arts Center, 90 days (3 months) prior to and after performance.

COLLEGE OF DuPAGE
McAninch Arts Center

ARTIST / ARTIST'S REPRESENTATIVE

By: 
Diana Martinez
Director, McAninch Arts Center

By: 
Artist
or Artist Representative

Date: 6/5/25

Date: 6/10/25

Signed by:
By: 
409666CF93863F425...
Ellen Roberts, VP Administrative Affairs
College of DuPage

Date: 12/1/2025

McAninch Arts Center
Contact Information

Director - Diana Martinez	630-942-3007, martinezd59@cod.edu
Contracts/ Payment – Molly Junokas	630-942-2938, junokasm@cod.edu
Box Office - Julie Elges	630-942-3017, elgesj@cod.edu
Production Advance – Joe Hopper	630-942-2913, hopper@cod.edu
Marketing/Edu Coord – Janey Sarther	630-942-4525, sarther@cod.edu
Fax	630-942-3002
Ticket Office	630-942-4000
Web Site	AtTheMAC.org

"Sharbaugh, Linda" <sharbaughl@cod.edu>

Check Request IMG Artists (Drum Tao) Deposit \$8,000

"Sharbaugh, Linda" <sharbaughl@cod.edu>

Mon, Dec 1, 2025 at 06:28 PM UTC

CC:

BCC:

Attached for processing. Thank you!

Linda Sharbaugh

McAninch Arts Center, College of DuPage

sharbaughl@cod.edu | 630-942-3009

pronouns: she/her

1 attachment

IMG Artists (Drum Tao) Check Request \$8000 Deposit wdocs lsmj.pdf