



## **ACT4M Curators Guide.**

The ACT4M festival model is artist-centric and begins with YOU, the artist/curator.

### **1. We ask you to curate and assign you a date.**

- This date is called your **Stream Launch Date** (the date that your Festival Day will first be made available for purchase).
- Your Day will typically consist of four 30 minute performances by acts (artists) that you select. One of these artists could be you. We may request something different.

### **2. We send you a Curator Agreement.**

- This is a simple agreement between you and ACT4M that;
  - a. Specifies how many days and artists you are being asked to curate.
  - b. Lays out the terms of your curation commission (14%).
  - c. Includes a form with your stream launch date, which you will also use to name your Festival Day and pass on names and email addresses of acts you will present.
- We use the web based DocuSign service for all of our agreements.

### **3. Choose your acts and complete the curator agreement.**

- Make a note of your Stream Launch Date (all materials are due 7 days before).
- Choose a name for your Festival Day.
- List the names and email addresses of the acts you will be presenting.
- Sign the agreement.

### **4. We send your acts artist agreements.**

- We will send each act (artist) named on your form;
  - a. An Artist Agreement, which they should sign.
  - b. A materials submission guide with detailed instructions on recording and submitting their performances.

### **5. Acts sign their agreements and submit materials via wetransfer.**

- Materials must be received no later than 7 days before your stream launch date.
- We'll confirm receipt of the materials and our tech team will build your day.
- We may ask you to record a segment introducing your day.
- You'll receive a link to a unique Digi-Flyer for your day which you can use for promo.
- Tickets to your day become available on your stream launch date, and will continue to be available until the end of the festival.
- Curators and artists earn money every time somebody buys a ticket to their day.

### **6. You all get paid!**