

Artist Travel Form

Please attach all related receipts for fuel and other miscellaneous expenses to this form. Flight, ground transportation and hotel accommodations should be sent via email with the corresponding subject line including venue name, city, state and date. Leave items blank which does not apply.

Signature of approval is required prior to remittance.

Date: _____

Venue: _____

City & State: _____

Backend Pickup: _____

Total Fuel Costs: _____

Ground Transportation Total: _____

Total Hotel Accommodations: _____

Total Flight Costs: _____

Miscellaneous: _____

Total Payouts: _____

Show Total Expenses: _____

Back-End Staff Payouts

Signees agree that by signing their names below, they have been fully compensated for the above-referenced engagement. Please print your name on the first line and provide your signature and amount paid on the second line.



Road Manager _____ \$ _____

Disc Jockey _____ \$ _____

Security _____ \$ _____

Make-up Artist _____ \$ _____

Hair _____ \$ _____

Upon completion, signature of approval from management is required:

Management Signature: _____

Please return form to business manager.