



bdmanagement

People are our business, and our first priority is people.

16605 Pleasant Colony Dr.  
Upper Marlboro, MD 20774

### PRELIMINARY BOOKING OFFER

Thank you for your recent booking inquiry. As you are aware, there are many details that go into bringing an Artist to a city for any event. Please complete this form as all of the information you can provide initially will assist in the booking process. Please be aware that this serves as an invitation only. This **DOES NOT** constitute a confirmation of Artist Appearance. It will assist us in making the best decision possible while doing all that we can to meet your request. Please return completed form via e-mail to [booking@bdmanagement.net](mailto:booking@bdmanagement.net) or fax to (301) 218-8871. Contact (202) 905-4994 with any questions. Thank you.

1. Date of Request (Today's Date) \_\_\_\_\_
2. Requested Artist: \_\_\_\_\_
3. Sponsor's Name: \_\_\_\_\_
4. Sponsor's Address: \_\_\_\_\_
5. Venue Name: \_\_\_\_\_
- 5a) Venue Seating Capacity: \_\_\_\_\_
6. Venue Address: \_\_\_\_\_
7. Contact's Name: \_\_\_\_\_
8. Contact's telephone number (work): \_\_\_\_\_ (home) \_\_\_\_\_  
(cell) \_\_\_\_\_
9. Contact's Fax number: \_\_\_\_\_
10. E-mail Address (Contact or Sponsor): \_\_\_\_\_
11. Date(s) of Artist \_\_\_\_\_
12. Time(s) of Artist Performance: \_\_\_\_\_
13. Type of Event (Concert, Anniversary, Conference, etc.) \_\_\_\_\_
14. If Conference what type: (Men, Women, Youth, General, Corporate etc.) \_\_\_\_\_
15. How will this event be publicized: \_\_\_\_\_
16. Other Artists confirmed to perform at this event: \_\_\_\_\_
17. Other national Artists sponsored/hosted in the last year: \_\_\_\_\_
18. Performance Request: (Speaking Engagement **OR** Track Date **OR** Band Date) \_\_\_\_\_
19. If speaking engagement, please give complete theme. \_\_\_\_\_
20. Name & Address to mail Appearance Agreement \_\_\_\_\_
21. **Offer Amount for Artist's Appearance:** \_\_\_\_\_