

# The Amazing Wellness Race (1/2 Program)

## CONTRACT RIDER

---

PURCHASER is to provide the following:

1. An open, continuous space, either indoor or outdoor (indoor preferred), large enough to accommodate 6 tables with additional space for activities (think along the lines of having six 8' x 8' spaces – one for each station plus the start and finish line.
2. One designated parking spot to accommodate a full-size vehicle.
3. 4. A minimum of 2 (we'll take up to 4) volunteers to assist at race stations. Arrive **30 MINUTES** before the start of the event to be trained
4. 2 bottles of non-carbonated water.
5. Six (6ft or 8ft) rectangular tables with black covering/skirting (cotton or satin, no plastic)
  - a. for each station as well as one for the start and one for the finish.
  - b. **If for any reason you are unable to provide these, please let Kristin McNamara know ASAP.**
6. One 60" round table with black covering/skirting (cotton or satin, no plastic)
7. 12 chairs
8. Tables and chairs to be setup BEFORE the vendor arrives.
9. 1 40-50" television or monitor with HDMI connection
10. Internet access and electricity.
11. 1 Large Black Coffee's in any To-Go container.
12. One bag of candy to be added to the "Pit-Stop" table.
13. **IF** event is outdoor and wind is present, please provide 6 sandbags to keep signs and materials from being blown over
14. **IF** PURCHASER has contracted any optional Add-On Stations to the program, the PURCHASER agrees to provide the following in addition to the above contract requests:
  - a. 1 additional table with black covering/skirting per add-on station added to the program.
15. **IF** PURCHASER has contracted the optional Keynote and/or Workshop(s) to the program, The PURCHASER agrees to provide the following in addition to contract requests 1-12:
  - a. Theater style, classroom style, **OR** round table style room (no Theater Style for Workshops)
  - b. Round tables for the appropriate number of participants (optional for Keynote & **NOT** optional for Workshops)
  - c. Microphone (wireless preferred)
  - d. Audio Input or Bluetooth connectivity to work with MacBook Pro
  - e. Sound system
  - f. Projector/Screen for PowerPoint

**Please see OPTIONAL BUT RECOMMENDED options on Page 2 of the rider**

---

Acceptance. We acknowledge and confirm that we have read and approved the terms and conditions set forth in this rider as deemed by our signature below.

\_\_\_\_\_  
Signature of Purchaser

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Agent | The College Agency / (651) 222-9669

Artist | Kristin McNamara / email: emeraldessencellc@gmail.com / (763) 244-7634

Additional **OPTIONAL** BUT RECOMMENDED Contract Provisions:

16. PURCHASER to provide during event (**Optional Recommendations**):

- a. Locally Licensed Mental Health Professional
  - i. Community and/or campus counselor, therapist, psychiatric nurse, psychiatrist, etc.
    - 1. This is recommended for participants to have an in-person local resource and/or if any participant has a mental health crisis during the event (triggers, panic attacks, etc).
- b. Volunteers from different campus departments to help facilitate stations that align with their specialty
  - i. EXAMPLES of some departments that can align with station topics (**but not limited to**)
    - 1. Bead Your Identity - Sociology or Diversity & Inclusion Department Volunteer
    - 2. Unlock Your Story Station - Psychology and/or Counseling Services Volunteer
    - 3. Mental Health Trivia - Sociology, Psychology, and/or Counseling Department Volunteer
    - 4. Life Letters & Social Butterfly Station - English, Sociology and/or Counseling Department Volunteer
  - ii. Feel free to contact the main facilitator - Kristin McNamara - for more details and/or help coordinating this.