

# Fashion Show Agreement

Benefiting Child Advocates – Denver CASA

“The Shoe Must Go On!”

Tracy Bozarth will complete the following tasks in partnership with Child Advocates—Denver CASA (‘Child Advocates’ for this document) for the 2013 Wine, Women & Shoes event which is to take place on Saturday, September 21, 2013 at the Four Seasons Hotel- Downtown.

## **Fashion Show Specific Details:**

- Tracy will compile a list of 15 Boutiques to approach for partnerships, and will start with her top 5
- By August 9, 2013 Tracy will have secured all boutique partnerships
- By August 19, 2013 community models will be assigned to a boutique. Tracy acknowledges that Child Advocates desires to use community models solely in order to keep event costs as low as possible. Should Tracy determine professional models are needed, she will first obtain approval from Tomeka Speller before proceeding with hiring professional models. All terms associated with hiring professional models will be negotiated and documented in a written agreement before a model search commences.
- By September 19, 2013 all models must have met with her assigned boutique and conducted a fitting for their show look
- An initial walk through will be arranged as soon as possible in order to preview the event space related to the Fashion Show component. This includes space for dressing the models, the dimensions and set up of the runway as well as any space provided within the Marketplace for the boutiques to showcase and sell non-apparel type items.
- A second and final walk through will be scheduled within the week leading up to the event date to review the event space again in case changes are made during the planning process
- By September 16, 2013 the following Fashion Show specific logistics will be finalized: music selection, show timing, and all logos to be presented on the backdrop during the Fashion Show. Once determined, Child Advocates will be responsible for communicating event day specifics to all Fashion Show participants (including community models) detailing when and where to be on the day of the event
- Tracy and the Fashion Show team will be given as much time as possible as allowed by Child Advocates’ contract with the venue partner, Four Seasons Hotel Denver, for all event day set-up and styling related to the Fashion Show and Marketplace (if applicable). In order to complete the work described in the attached ‘Proposal’, Tracy may choose to employ one-to-two specially selected interns of her choice to help her with the timely planning and execution of this event. As much as possible, Tracy and Child Advocates will utilize event committee members to help control costs during the planning and execution of this event.

## **Financial Details:**

- Tracy Bozarth has agreed to complete the above tasks for a total sum amount of \$2,300 dollars. Both parties understand that this sum total represents an estimate of costs and that charges billed to Child Advocates will be based on actual time spent. As a result, both parties agree that a weekly accounting of hours spent on this event will be reviewed in order to allow for time to adjust approaches where necessary in order to keep the total costs within a desired maximum limit of \$2,300.

Agreed to by:

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Tracy Bozarth, Owner  
Ace Stylist

Date