

From: § 47F
To: § 22(1)(a)(ii)
Subject: Re: § 47F [SEC=OFFICIAL]
Date: Tuesday, 14 June 2022 5:41:37 PM
Attachments: [image002.png](#)
[image006.png](#)
 § 47F - Agreement - Department of the Prime Minister and Cabinet Tue, July 12, 2022 Corp Social Event Shangri-la Hotel Sydney .pdf
[vuuu4623.pdf](#)

Hi § 22(1)(a)

I hope you're well.

Here are the next steps:

- * **BOOKING DETAILS** - we don't have many empty cells but there's just a few small details we still require to go to final documents. See below at bottom of email
- * **TERMS + CONDITIONS** - See attached the agreement with all the booking details included will need to be signed and returned in order to secure the date
- * **PAYMENT** - see attached invoice and payment terms of 10% deposit required in agreement.

TALENT	§ 47F
PERFORMANCE FORMAT	SOLO ACT
PERFORMANCE CALL TIME	7pm & 8pm
EVENT DATE	Tuesday 12 July, 2022
EVENT START + FINISH TIME	4pm - 8pm
NATURE OF EVENT	Gala Black Dinner
DETAILS OF THE EVENT	Sydney Energy Forum
MUSIC BRIEF	§ 47F to perform 2 songs - 1 at 7pm and 1 at 8pm
VENUE NAME + ADDRESS	Shangri-la Hotel - 176 Cumberland St, The Rocks Sydney
DRESS CODE	Cocktail - high level very conservative dignitaries are the audience, including international attendees and government
SOUNDCHECK TIME	6pm
ARRIVAL TIME	\$0.71
REHEARSAL REQUIRED	NO
EQUIPMENT SUPPLIED BY	CLIENT TO SUPPLY TECH RIDER
TOTAL FEE	§ 47G(1)
PAYMENT TERMS	- 10% of the Fee shall be paid within 7 days of signing this Agreement (the "Deposit") - A further instalment of 40% of the Fee shall be paid no later than fifteen (15) days prior to the first Performance Date - The 50% balance of the Fee shall be paid within 7 days of the final Performance Date

Can you please advise:

/// The Company ABN
 /// Talent entry into venue
 /// Floorplan
 /// Will there be a stage?

Will you have a runsheet for this event?

Warm Regards,
 § 47F



VERVE AGENCY /// AUSTRALIA WIDE
 m. § 47F
 w. www.vervetheagency.com
 e. § 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182
 Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: § 22(1)(a)(ii)
Sent: Monday, 13 June 2022 5:03 PM
To: § 47F
Subject: Re: § 47F [SEC=OFFICIAL]

That's great thank you

Sent from my iPhone

On 13 Jun 2022, at 4:56 pm, § 47F > wrote:

Hey § 22(1)(a)

I hope you're well.

Just letting you know I'll touch base with you tomorrow and send over the draft agreement for your review.

Warm Regards,
s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervetheagency.com

e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182
Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 22(1)(a)(ii)
Sent: Wednesday, 8 June 2022 7:47 PM
To: s 47F
Subject: Re: s 47F [SEC=OFFICIAL]

Hi s 47F
Hoping we can move to a contract as soon as possible?
So excited

Regards
s 22(1)(a)

Sent from my iPhone

On 7 Jun 2022, at 6:45 pm, s 22(1)(a)(ii) wrote:

All good
Thank you
Sent from my iPhone

On 7 Jun 2022, at 6:41 pm, s 47F > wrote:

Hi s 22(1)(a)

Thanks for this.

I'll send you the draft agreement once I manually enter the details into the system.

Let me know if you need anything else in the meantime.

Warm Regards,
s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervetheagency.com

e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182
Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 22(1)(a)(ii)
Sent: Tuesday, 7 June 2022 3:47 PM
To: s 47F
Subject: RE: s 47F [SEC=OFFICIAL]

OFFICIAL

Hi

As requested

Venue Contact Name s 22(1)(a)(ii)

Venue Contact Number s 22(1)(a)(ii)

Client Company Name Prime Minister and Cabinet
Description Of Event **Sydney Energy Forum Official Dinner**
Date Of Event 12072020
Event Time 1900
Venue Name + Address Altitude at Shangri La
Location Within Venue Altitude
Talent Entry (if different to the front/main) Front door and then escorted to venue
PAX 160
Detailed Styling + Music Brief
Dress Code Cocktail – high level very conservative dignitaries are the audience including international attendees and government
Colour Palette / Storyboard / Theme Clean energy
Talent Arrival Time **6 30pm**
Soundcheck Spm
Performance Time 7 and 8 pm
Social Media Requirements Nil
Green Room Details On site

Would you require Verve to arrange travel and add it to the invoice or do you have your direct contacts you prefer to use for exclusive rates?

Accommodation PMC can organise
Airtfares PMC can organise
Transfers (airport and to and from event) PMC can organise

Will you require Verve to appoint our stage manager to look after S 47F needs? No

Stage Manager Appointed By
Stage Manager Name
Stage Manager Contact Mobile

S 47F tech rider is: Ok
1 x cordless mic on a straight boom stand
2 x stage fold back speakers
AV desk to play WAV file for each song (we will send you the files)

Regards

S 22(1)(a)

S 22(1)(a)(ii) | Event Designer
Clean Energy Supply Chain Taskforce
Department of the Prime Minister and Cabinet

S 22(1)(a)(ii) m **S 22(1)(a)(ii)**
e **S 22(1)(a)(ii)** w pmc.gov.au

Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600



**THE SYDNEY
ENERGY FORUM**
Securing Clean Energy
Supply Chains for the Indo-Pacific



The Department acknowledges and pays respect to the past present and emerging Elders and
Traditional Custodians of Country and the continuation of cultural spiritual and educational
practices of Aboriginal and Torres Strait Islander peoples.

From: **S 47F**
Sent: Tuesday, 7 June 2022 3:24 PM
To: **S 22(1)(a)(ii)**
Cc: **S 22(1)(a)(ii)**
Subject: Re **S 47F** [SEC=OFFICIAL]

Hey **S 22(1)(a)**

Sorry I missed your call today I was a long Zoom and just catching up now.

I can send you the fields to fill out in email format below if that helps?

Please advise as much as you know for now to draft up an agreement

Venue Contact Name
Venue Contact Number
Client Company Name
Description Of Event
Date Of Event
Event Time
Venue Name + Address
Location Within Venue
Talent Entry (if different to the front/main)
PAX
Detailed Styling + Music Brief
Dress Code
Colour Palette / Storyboard / Theme
Talent Arrival Time
Soundcheck
Performance Time
Social Media Requirements
Green Room Details

Would you require Verve to arrange travel and add it to the invoice or do you have your direct contacts you prefer to use for exclusive rates?

Accommodation

Airfares

Transfers (airport and to and from event)

Will you require Verve to appoint our stage manager to look after s 47F needs?

Stage Manager Appointed By

Stage Manager Name

Stage Manager Contact Mobile

s 47F tech rider is:

1 x cordless mic on a straight boom stand

2 x stage fold back speakers

AV desk to play WAV file for each song (we will send you the files)

Let me know if you need anything else.

Warm Regards,

s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervetheagency.com

e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182

Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 47F

Sent: Tuesday, 7 June 2022 12:58 PM

To: s 22(1)(a)(ii)

Cc: s 22(1)(a)(ii)

Subject: Re: s 47F [SEC=OFFICIAL]

Hi s 22(1)(a)

I hope you're well and glad to hear you're excited too

OK great so that I can get the paperwork underway I'll require you to complete the booking form so that it will generate an agreement in our system based on the terms you have outlined for the event.

Please also advise of any public marketing or social media requests too so that we have all of the required commitments upfront.

Here are the next steps:

* **BOOKING FORM** - see link below - please leave blank the information you don't have at hand and complete the fields with confirmed details only.

* **TERMS + CONDITIONS** - an agreement with all the booking details included will be sent over and needs to be signed and returned in order to secure the date

* **PAYMENT** - we will then generate an invoice which is to be paid in full prior to the event

Link to booking form [CLICK HERE](#)

Warm Regards,

s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervetheagency.com

e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182

Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 22(1)(a)(ii)

Sent: Tuesday, 7 June 2022 11:12 AM

To: s 47F

Cc: s 22(1)(a)(ii)

Subject: RE: s 47F [SEC=OFFICIAL]

OFFICIAL

Wow! We are so excited!

Can you please us an agreement with your Terms and Conditions. We have an AV company that will provide services at Altitude/Shangri-La. We would like to finalise this as quickly as possible. Can you send through your technical rider?

Regards

s 22(1)(a)

s 22(1)(a)(ii) | Event Designer
Clean Energy Supply Chain Taskforce
Department of the Prime Minister and Cabinet

p s 22(1)(a)(ii) m s 22(1)(a)(ii)
e s 22(1)(a)(ii) w pmc.gov.au

Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600



The Department acknowledges and pays respect to the past present and emerging Elders and Traditional Custodians of Country and the continuation of cultural spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 47F
Sent: Monday, 6 June 2022 8:50 PM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: Re: s 47F [SEC=OFFICIAL]


Aw thank you! So great to be in touch with you to make this happen.

I've got great news for you - I've been communicating with s 47F and she's on hold with Verve for this date while we discuss further details with you.

If you have a booking agreement outlining the commitments required please send it over for legal review and we can look towards a firm booking and get her performing her magic at this special event.

Once you give us confirmation to go ahead we will send you her booking form for completion.

Warm Regards,
s 47F



VERVE AGENCY /// AUSTRALIA WIDE
m. s 47F
w. www.vervetheagency.com
e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182
Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 22(1)(a)(ii)
Sent: Monday, 6 June 2022 7:58 PM
To: s 47F
Cc: s 22(1)(a)(ii)
Subject: Re: s 47F [SEC=OFFICIAL]

Thank you so much for your help, you have been brilliant
I have my fingers crossed!
Regards
s 22(1)(a)
Sent from my iPhone

On 6 Jun 2022, at 7:30 pm, s 47F wrote:

Hi s 22(1)(a)

Thank you so much for the extra information.

I've summarised and been in touch with s 47F she will get back to me tomorrow as to whether she's available for this incredible event.

PERFORMANCE FORMAT	SOLO ACT
PERFORMANCE CALL TIME	7pm & 8pm
EVENT DATE	Tue, Jul 12, 22
EVENT START + FINISH TIME	4pm - 8pm
NATURE OF EVENT	Corp Social Event
STYLE OF EVENT	COCKTAIL STYLE
DETAILS OF THE EVENT	Sydney Energy Forum
MUSIC BRIEF	s 47F to perform 2 songs - 1 at 7pm and 1 at 8pm

PAX (APPROX)	160
VENUE NAME + ADDRESS	Shangri-la Hotel Sydney
DRESS CODE	Cocktail
SOUNDCHECK TIME	6pm
EQUIPMENT SUPPLIED BY	To Be Supplied to Talent's Tech Rider
FEE	s 47G(1)(a)

If anything above has changed please let me know and I'll update it in our enquiry system.

Thank you.

Warm Regards,
s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervetheagency.com

e. s 47F

Mel /// 17/149 Fitzroy St St Kilda VIC 3182

Syd /// 22 New Beach Rd Darling Point NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past present and emerging

From: s 22(1)(a)(ii)
Sent: Monday, 6 June 2022 4:33 PM
To: s 47F
Cc: s 22(1)(a)(ii)
Subject: RE: s 47F [SEC=OFFICIAL]

OFFICIAL

Hi s 47F

Please see the link to our website [here](#) and an overview document attached This is a fantastic opportunity for s 47F to showcase her wonderful ability, lift her international and local profile and unlock further opportunities at similar events in the future Furthermore, the event is for a great cause, and would be instantly recognised and applauded on the world stage

We would like a cover and an original as part of the 2 song performance

Regards

s 22(1)(a)

s 22(1)(a)(ii) | Event Designer
Clean Energy Supply Chain Taskforce
Department of the Prime Minister and Cabinet

p s 22(1)(a)(ii) m s 22(1)(a)(ii)
e s 22(1)(a)(ii) w pmc.gov.au

Nggunawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600



**THE SYDNEY
ENERGY FORUM**
Securing Clean Energy
Supply Chains for the Indo-Pacific



The Department acknowledges and pays respect to the past present and emerging Elders and Traditional Custodians of Country and the continuation of cultural spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: s 47F
Sent: Monday, 6 June 2022 4:04 PM
To: s 22(1)(a)(ii)
Subject: Re: s 47F

Hey s 22(1)(a)

Great chatting with you.

Please send through the additional information and we can go from there.

Also please let me know if you would like a cover and an original as part of the 2 song performance.

Warm Regards,
§ 47F



VERVE AGENCY /// AUSTRALIA WIDE
m. § 47F
w. www.vervetheagency.com
e. § 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182
Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: § 47F
Sent: Monday, 6 June 2022 9:28 AM
To: § 22(1)(a)(ii)
Subject: § 47F

Hi § 22(1)(a)

I hope you're well and had a lovely weekend.

Unfortunately § 47F isn't currently taking any corporate bookings at the moment due to her commitments with § 47F.

If you would like us to prepare an alternative entertainment proposal please let me know.

I look forward to hearing from you

Warm Regards,
§ 47F



VERVE AGENCY /// AUSTRALIA WIDE
m. § 47F
w. www.vervetheagency.com
e. § 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182
Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.



June 14, 2022

Dear s 22(1)(a)(ii)

CLIENT BOOKING AGREEMENT

You have expressed your interest in engaging Verve to procure the services of the Talent in connection with the Event as detailed below:

Verve Verve Entertainment Agency Pty Ltd (ABN 69 169 384 052)

Client, you s 47F of 17/149 Fitzroy St, St Kilda, VIC 3182

Talent s 47F

Event Sydney Energy Forum

Performance Date(s) Tuesday 12th July 2022

Set Time and Length 1 song at 7pm and 1 song at 8pm

Venue Altitude Restaurant - Shangri-La Hotel, Sydney

Additional Services None

Fee s 47G(1)(a)

Payment Schedule The Fee shall be paid as follows:

- 10% of the Fee shall be paid within 7 days of signing this Agreement (the "Deposit")
- A further instalment of 40% of the Fee shall be paid no later than fifteen (15) days prior to the first Performance Date
- The 50% balance of the Fee shall be paid within 7 days of the final Performance Date.

Other s 47G(1)(a)

By signing on the space provided below, you acknowledge that you have read, understood, and agree to the terms in this Letter and the Standard Terms annexed to this letter (or otherwise provided to you previously) which together, form the "Agreement". **PLEASE NOTE** this booking will not be considered confirmed until you receive a counter-signed copy of this Agreement from Verve, at which point in time this Agreement will become effective and binding.

Yours sincerely,

Read, understood, and agreed by the Client:

s 47F

s 47F

Verve Entertainment Agency Pty Ltd

Name:

Date:

STANDARD TERMS



1 ENGAGEMENT

- 1.1 You engage Verve to procure the services of the Talent in connection with the Event at the Venue on the Performance Date(s) for the Set Length and Time.
- 1.2 If you would like to request changes to the Venue, Performance Date(s) and Set Length and Time (other than due to a Force Majeure Event) you acknowledge that this may impact the Fees. Verve has no obligation to accept any changes, and no requested changes will form part of this Agreement unless accepted in writing by Verve.

s 47G(1)(a)

3 VENUE

- 3.1 You will be responsible for ensuring the Venue is suitable for the Event, including a safe performance area for the Talent, adequate security, dressing room facilities, and ability to meet customary technical specifications for a first-class performance in the music industry.
- 3.2 You will use best efforts to provide the Talent with access to a lockable, secure space within the Venue to store the Talent's property, musical instruments and or equipment. Any loss or damage to the Talent's property once at the site of the engagement(s) is the direct financial responsibility of the Client, and you shall be liable to pay any extra costs incurred by Verve and/or the Talent due to any loss or damage to the Talent or Verve's property whilst at the Event due to the negligence of the Client, Venue, and its staff, agents and representatives.
- 3.3 You will obtain, or ensure the Venue has obtained, all necessary licences and clearances in connection with the Talent's performance at the Event, including making payment of any fees and royalties to APRA and PPCA (unless otherwise agreed in writing with Verve).
- 3.4 You will ensure Verve and the Talent have reasonable access to the Venue in order to provide the services, including ensuring that the Venue is available for any sound checks as requested by Verve and/or the Talent.

s 47G(1)(a)

5 RECORDINGS

- 5.1 You may not record any part or whole of the Talent's performance at the Event, or take photographs of the Talent, without the prior written consent of Verve in each instance. In the event that Verve provides written approval for you to record or photograph the Talent, such recordings or photographs shall only be used a) for the purpose of simulcasting the performance at the Event (b) strictly for "in-context" promotion in connection with the Event and (c) for archival use only. You also agree to share such recordings and photographs with Verve, and grant Verve an irrevocable, perpetual, royalty-free licence to reproduce, publish, and communicate any recordings or photographs made pursuant to this clause for the purpose of professional recognition and promotion of Verve's services.
- 5.2 You must use all reasonable endeavors to prevent the recording of the Talent's performance at the Event by any person or entity, including patrons attending the Event.

s 47G(1)(a)

7 CANCELLATION

- 7.1 If you cancel this booking for any reason (other than a Force Majeure Event) you will forfeit any Fees paid as at the date of cancellation, and must immediately make payment of the balance of the Fees to Verve within seven (7) days of their presentation of an invoice for such amount.

8 WARRANTIES, INDEMNITY AND LIABILITY

8.1 You warrant and agree that:

- (a) you have the full right and authority to enter into and grant the rights under this Agreement;
- (b) the Event will not infringe the rights of any third party (including any intellectual property rights), or violate any laws or regulations;
- (c) you will at all times have in place with a reputable insurance company public liability insurance for a minimum of \$10 million covering any individual claim made in relation to death, personal injury or property damage at, or relating to the Event (including the Talent's performance at the Event).

8.2 You indemnify Verve and all of its directors, officers, agents employees, and contractors (the "Indemnified") against any loss (including, without limitation, damages, costs, expenses, interest, loss of profits or special loss or damage, legal or other costs associated with the enforcement of this Agreement) suffered or incurred by the Indemnified arising directly or indirectly from your breach of any provision of this Agreement.

8.3 You agree to hold Verve harmless from any loss, damage, or injury incurred in connection with your engagement of Verve in connection with the Event. To the maximum extent permitted by law, Verve will not be liable for any indirect, punitive, special, incidental or consequential damages in connection with or arising out of the performance or non-performance of its obligations under this Agreement or otherwise relating to the Event, even if advised of the possibility of such damage arising. Under no circumstance shall the liability of Verve (or any of their directors, officers, agents, employees, or contractors) exceed in the aggregate, an amount equal to the lesser of (a) the actual out of pocket costs directly incurred by you in connection with the Talent's performance at the Event; or (b) the amount of the Fee which Verve has actually received under this Agreement.

9 GENERAL

9.1 Persons signing this document on behalf of the Client warrant that they have the authority to do so. Any third party signing on behalf of the Client will accept full responsibility and will guarantee all commitments and obligations of the Client under this Agreement.

9.2 The terms of this Agreement are confidential to the parties and no party may disclose any of the terms of this Agreement to any third party, except to its advisers, attorneys and accountants, or as required by law or court order. Under no circumstances should fees be discussed directly with the Talent, event managers, venues or any third party.

9.3 The parties acknowledge that they are independent contractors and that nothing in this Agreement shall be construed to constitute a different relationship between them.

9.4 The laws governing this contract will be the laws in the State of New South Wales. These Standard Terms together with the Letter constitute the Agreement. Verve may assign its rights and obligations under this Agreement. You cannot assign any part or all this Agreement to any other party without the prior express written approval of Verve. Any provision of this Agreement which is invalid or unenforceable will be read down or revised to the extent necessary, and the remaining provisions will continue unaffected. No substitution or change to this Agreement can be made without both parties signing any such variation or change.

9.5 This Agreement may be executed by electronic communications and in any number of counterparts and all such counterparts taken together shall constitute one instrument. Each party may transmit to each other party's nominated email address an electronically signed copy or scan of the signature page of the Agreement executed by the sending party, in portable document format (or "PDF"), which may be affixed by the receiving party to the final terms of this Agreement as evidence of the sending party's execution of this Agreement.

ENTERTAINMENT + AV BOOKING AGREEMENT



§ 47F

DATE ///

Tue, June 14, 2022

CLIENT DETAILS ///

Client Name	§ 22(1)(a)(ii)
Registered Company Name	Department of the Prime Minister and Cabinet
Company ABN	
Client Email Address	§ 22(1)(a)(ii)
Client Company Address	One National Circuit Barton ACT 2600 PO Box 6500 CANBERRA ACT 2600
Client Mobile	§ 22(1)(a)(ii)

EVENT DETAILS ///

Date Of Event	Tuesday, July 12, 2022
Nature Of Event	Gala Black Dinner
Detailed Event	Sydney Energy Forum
Music Brief + Styling / Colour Palette	§ 47F to perform 2 songs - 1 at 7pm and 1 at 8pm
Venue Name + Address	Shangri-la Hotel - 176 Cumberland St, The Rocks Sydney
PAX	160
Dress Code	Cocktail - high level very conservative dignitaries are the audience, including international attendees and government
Storyboard / Theme Link	

VENUE DETAILS ///

Location Within Venue	Altitude Restaurant
Indoor/Outdoor Event	INDOOR EVENT - WITH THE TALENT POSITIONED INSIDE
Talent Entry	
Venue Contact Name	§ 22(1)(a)(ii)
Venue Contact Number	§ 22(1)(a)(ii)
Venue Noise Restrictions	I HAVE CONFIRMATION FROM THE VENUE THERE ARE NO NOISE RESTRICTIONS
Parking	NA
Security Onsite	YES I CONFIRM THAT SECURITY SERVICES HAVE BEEN ENGAGED FOR THE DURATION OF THE EVENT
Green Room	ON-SITE NEXT TO RESTAURANT
Floorplan	

TALENT DETAILS ///

Name of Talent	§ 47F
Performance Format	SOLO ACT
Rehearsal Required	NO

TIMINGS ///

Event Time	4pm - 8pm
Talent Arrival Time	5:00 pm
Soundcheck Time	6pm
Paid Call Time	7pm & 8pm
Runsheets	

HOSPO + TECH RIDER TO BE SUPPLIED BY CLIENT ///

Client to Supply The Following Tech Rider	.1 x cordless mic on a straight boom stand 2 x stage fold back speakers AV desk to play WAV file for each song (we will send you the files)
Talent Crew Meal Requirements	
Av Crew Meal Requirements	NA

STAGE MANAGER ///

Stage Manager	NA
Stage Manager Number	NA
Stage Manager	WE HAVE ENGAGED IN OUR OWN STAGE MANAGER WHO WILL OVERSEE THE TALENT
Stage Status	

VERVE DETAILS ///

Booking Contact	§ 47F
-----------------	-------

INSURANCE + TERMS + CONDITIONS ///

Public Liability	https://drive.google.com/file/d/16ECwpU-qVyNhvGWnc3TS5eJmN7KboiOE/view?usp=sharing
WorkCover Insurance Certificate of Currency	https://drive.google.com/file/d/1NBH1tYQ7jkT9Lz8h205SNyAEZQ3r7_Mg/view?usp=sharing
Accreditation/Induction Required	NO
Social Media Guidelines	@verveagency

TRAVEL ///

Flights Details + Dates/Times	§ 47G(1)(a)
Transfers	
Accommodation	

FEES ///

Talent Entertainment Fee (+ GST)	§ 47G(1)(a)
Rehearsal Fee (+ GST)	\$0.00
Stage Management Fee (+ GST)	\$0.00
Total AV Fee (+ GST)	\$0.00
Payment Method	DIRECT DEBIT
TOTAL (+ GST)	§ 47G(1)(a)



ENTERTAINMENT. AUDIO + VISUAL. MUSIC CURATION. CREATIVE MEDIA.
...For Talked About Events

verveagency.

24/180 LITTLE COLLINS ST, MELBOURNE CBD, 3000

A.B.N. 69 169 384 052

Invoice: s 47G(1)(a)

Tax Invoice

Invoice date: 14/06/2022

Bill to:
Department of the Prime Minister and Cabinet
One National Circuit Barton
Canberra ACT 2600
Australia

Due:
28/06/2022

ITEM	DESCRIPTION		UNITS	UNIT PRICE (ex GST)	TAX TYPE	AMOUNT (ex GST)
FEATACT	FEATURE ACT s 47F NATURE OF EVENT Gala Black Dinner VENUE Shangri-la Hotel - 176 Cumberland St, The Rocks Sydney EVENT DATE 12/07/2022 PERFORMANCE TIME 7pm & 8pm EQUIPMENT PROVIDED BY Client to Talent Tech Rider	Qty	1	s 47G(1)(a)	GST	s 47G(1)(a)

Sub-Total (ex GST):

GST:

Total (inc GST):

Amount Paid:

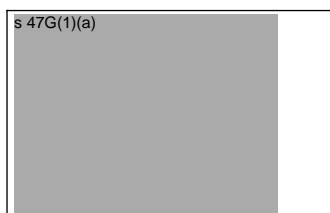
AMOUNT DUE:

s 47G(1)(a)

Notes

How to Pay Due 28/06/2022

Bank Deposit via EFT



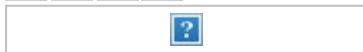
From: s 47F
To: s 47F
Cc: s 22(1)(a)(ii)
Subject: Re: re s 47F performance official dinner [SEC=OFFICIAL]
Date: Monday, 20 June 2022 9:21:35 AM
Attachments: [1655680815391.png](#)
[1655680815443.png](#)

Hi s 47F

There has been a room change for the event at the hotel so I will just get the event requirements sorted then I will reach out to go through yours.

Cheers

s 47F | Partner
| AVPartners Shangri-La Hotel Sydney
| e. s 47F
| p. s 47F
| m. s 47F



| An unrivalled audiovisual service



Copyright AVPartners Pty. Ltd.

This communication is confidential and may contain commercially sensitive or confidential information.

If you are not the named recipient, please contact us immediately, at our cost. You must not copy, use or disclose this communication, or any attachments or information in it, without our consent.

On Thu, 16 Jun 2022 at 09:09, s 47F wrote:

Hey s 47F

I hope you're well and nice to e-meet you.

May we please tee up a 5-minute phone meeting to discuss the space and tech?

I look forward to hearing from you.

Warm Regards,

s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervethagency.com

e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182

Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 22(1)(a)(ii)

Sent: Wednesday, 15 June 2022 7:22 PM

To: s 47F

Cc: s 22(1)(a)(ii)

Subject: re s 47F performance official dinner [SEC=OFFICIAL]

OFFICIAL

Hi s 47F meet s 47F

s 47F is s 47F agent. s 47F will be performing at the Altitude dinner. s 47F
is our AV person at Altitude Shangri-La best you two liaise directly

Regards

s 22(1)(a)(ii)

s 22(1)(a)(ii) | Event Designer

Clean Energy Supply Chain Taskforce

Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii) m. s 22(1)(a)(ii)

e. s 22(1)(a)(ii) w. pmc.gov.au

Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500
CANBERRA ACT 2600



THE SYDNEY ENERGY FORUM

Securing Clean Energy
Supply Chains for the Indo-Pacific



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

From: s 47F
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: Re: Sydney Energy Forum - Vendor Information Form Verve the Agency [SEC=OFFICIAL]
Date: Friday, 17 June 2022 11:34:59 AM
Attachments: [image001.png](#)
[image005.png](#)
[Vendor Information Request \(002\) signed.pdf](#)

Morning s 22(1)(a)(ii)

I hope you're well.

Please see attached signed Vendor Doc.

Let me know if you need anything else.

Warm Regards,

s 47F



VERVE AGENCY /// AUSTRALIA WIDE

m. s 47F

w. www.vervetheagency.com

e. s 47F

Mel /// 17/149 Fitzroy St, St Kilda, VIC 3182

Syd /// 22 New Beach Rd, Darling Point, NSW 2027

I acknowledge the Traditional Owners and Custodians of the lands on which I live and work and pay my respect to Elders past, present and emerging

From: s 22(1)(a)(ii)
Sent: Wednesday, 15 June 2022 6:30 PM
To: s 47F
Cc: s 22(1)(a)(ii)
Subject: Sydney Energy Forum - Vendor Information Form Verve the Agency [SEC=OFFICIAL]

OFFICIAL

Hi s 47F

To assist in progressing the contract through our financial systems, we require a vendor ID number for Verve. To get this, we need you to complete and return the attached form.

Regards

s 22(1)(a)(ii)

s 22(1)(a)(ii) | Event Designer
Clean Energy Supply Chain Taskforce

Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)
e. s 22(1)(a)(ii) w. pmc.gov.au

Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600



**THE SYDNEY
ENERGY FORUM**
Securing Clean Energy
Supply Chains for the Indo-Pacific



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.



Australian Government

Department of the Prime Minister and Cabinet

VENDOR INFORMATION REQUEST

Clients to ensure you are paid promptly, please submit this form prior to invoicing.

Please return this form, or if you need assistance to complete the form, please contact your Departmental Officer.

Australian Government payment terms are 30 days from the date of receipt of a correctly rendered tax invoice.

PM&C Departmental Officers

Please forward requests for Technology One and IMPACT creditors or vendors to:

HELP-AccountsPayable@pmc.gov.au

For INDIGO clients, please forward the form to the Agreement Manager

PM&C Contact Person (to be completed by PM&C officer)			
Name		Phone Number	
<i>Please check to boxes below to indicate the system or party details</i>			
<input type="checkbox"/> Tech1 Departmental Party	<input type="checkbox"/> Tech1 Administered Party	<input type="checkbox"/> IMPACT (DSS SAP) Vendor	
Vendor Contact Person (enter vendor information only)			
Contact Name	s 47F	Phone Number	s 47F
Contact Email	s 47F	Fax Number	na
Existing Vendor No			
Vendor Details			
Trading Name	Verve Agency		
Legal Name	Verve Agency		
Accounts Receivable Email	s 47G(1)(a)		
Accounts Receivable Phone	s 47G(1)(a)		
Postal Address	17/149 Fitzroy St,	ABN	69169384052
City / Suburb	St Kilda	Registered for GST	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
State / Postcode	VIC 3182	Statement by Supplier is required If no ABN is provided	
Industry Group (this section completed by the vendor)			
<input checked="" type="checkbox"/> Small Business (less than 20 staff)	<input type="checkbox"/> Medium Business (21 – 200 staff)	<input type="checkbox"/> Large Business (more than 201 staff)	
<input type="checkbox"/> Business (including sole trader)	<input type="checkbox"/> Non-Business Individual	<input type="checkbox"/> Australian Disability Enterprise	
<input type="checkbox"/> Federal Government	<input type="checkbox"/> State / Local Government	<input type="checkbox"/> Supply Nation Certified	
Vendor Bank Details (bank details must be confirmed in writing by the vendor - invoice, email or a signature below)			
Financial Institution (eg ANZ)	s 47G(1)(a)	Account Name	Verve Entertainment Agency Pty Ltd
BSB (six digits)	s 47G(1)(a)	Account Number	s 47G(1)(a)
Vendor Authorisation (to be completed by an authorised vendor representative to confirm account details)			
Name: s 47F	Signature: s 47F document		Date: 17/06/2022

Privacy and Confidentiality: The information in this document is classified as 'commercial in confidence' and is subject to the privacy and confidentiality laws of the Commonwealth. The information is to be used for the sole purpose of transacting business.

From: pmc@connect.gov.tlcloud.com
To: help-financialstatements@pmc.gov.au; help-financialgovernance@pmc.gov.au
Subject: Contract PCON_COND/CD011259 is submitted for your approval [SEC=UNCLASSIFIED]
Date: Monday, 20 June 2022 4:12:35 PM

Summary

Task To Perform: Int Budgets Approval
Message: Please click on the above attachment to open your workflow inbox.
Recent Comment: Procurement comments incorporated - revised contract and VFM attached. Brief to COO will follow.

View

[More Information](#)

<![endif]>	
CONTRACT	
DRAFT	
Contract Description	Contract Profile
CES - Verve the Agency - s 47F	Detailed Contract - Departmental CD011259
	Contract
	Sponsor s 22(1)(a)(ii)
Contract Narration	Effective Date 15-Jun-2022
	Maximum Contract Value s 47G(1)(a)
	Total Amount (Ex)
	Total Amount (Inc)
	Procurement Method LT
	Standing Offer ID
	UNSPSC Code 80141607
	# Suppliers Approach
	Consultancy Reason NA
	Confid Contract Desc NA
	Confid Output Desc NA
	LT Exemption Desc NA
	LT Condition Desc NA
	Is this an MOU? No
	Frwd yr commitmnt Yes
	Frwd yr cm cert. no.
	Contingent Liab Amt 5000000
	Contingent Probabili < 5%
	LT Exemption NA
	Cost Centre L30
	Contract Manager PMC15006
	Delegate PMC14638
	Requisition Ref No RD007148
	Contract Notice No
	AusTender Desc EVENTMA
	Risk Assessment done Yes
	IPP \$80K to \$200K NA
	Reason if NO2
	IPP > 7.5 Million NA
	Reason if NO
	Indigenous SME No
	Indig Subcontract No
	\$ Indig Subcontract
	Remote Procur NO
	Reason if NO2
	Procured Overseas No
	Consumed Overseas No
	Confid Other Desc
	Confid Contract? No
	Confid Output? No
	Consultancy? No
	Old Contract No
	AusTender Blocked

Attributes

Actual Start Date	Actual Finish Date
12-Jul-2022	13-Jul-2022

Parties

	Ledger	Account
21966 - Verve Entertainment Agency Pty Ltd t/a Verve Agency	PD	21966

Service Schedules

	Quantity	Line Amount (Ex)	Line Amount (Inc)
CES - Verve the Agency - s 47F - CES - Verve the Agency - s 47F	0.00	s 47G(1)(a)	s 47G(1)(a)
s 47F			
21966 - Verve Entertainment Agency Pty Ltd t/a Verve Agency			
GL - D-L30-12361-000 - Departmental. Clean Energy Su. No project code. Contractors. - -			
Total		s 47G(1)(a)	s 47G(1)(a)

From: s 22(1)(a)(ii)
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: For approval: Entertainment - Sydney Energy Forum - s 47F represented by the Verve Agency [SEC=OFFICIAL]
Date: Tuesday, 21 June 2022 11:37:38 AM
Attachments: [image001.png](#)
[image002.png](#)
[Simple Risk Assessment - Verve the Agency.docx](#)
[Value for Money - s 47F.docx](#)
[s 47F Agreement - Department of the Prime Minister and Cabinet.docx](#)

OFFICIAL

Good morning,

Seeking approval for the entertainment at the Sydney Energy Forum Official Dinner – S 23(3) and S 60 PGPA approval.

The Clean Energy and Supply Chain Taskforce (Taskforce) is hosting the Sydney Energy Forum (Forum) on the 12 – 13th July 2022. An official dinner for the Forum will be held on the 12 July 2022 at the Altitude Restaurant – Shangri-La Hotel Sydney. The Taskforce intends to engage s 47F, represented by the Verve Entertainment Agency Pty Ltd to perform at the Official Dinner.

S 23.3 Approval

Recommendation:

That you:

Provide 'off-line' **approval** via return email as the appropriate Delegate under Division 1 of the PMC Financial Delegations and section 23(3) of the Public Governance, Performance and Accountability Act 2013 for commitment of relevant money of up to s 47G(1)(a) from Verve Entertainment Agency Pty Ltd ABN 69 169 384 052 to procure the services of s 47F for a music performance on the 12 July 2022 at the Sydney Energy Forum official dinner. The cost string is D-L30-12641-000.

s 47F

s 47F

Music Performance

The music performance will comprise of:

Song selection	Time
----------------	------

Song One (TBC)	7:00pm
Song Two (TBC)	8:00pm

Please note: s 47F will be joined by three backup singers who will assist in amplifying the stage presence. s 47G(1)(a).

Section 60 PGPA Approval

We are seeking your approval to provide indemnity for the entertainment of the procurement. s 42

The risk of any contingent liability occurring is low.

This is an opportunity to showcase one of Australia's exceptional music talent with s 47F providing soulful tunes with a flawless delivery. The Department will also gain reputational benefits from the music performance, through the successful delivery of a high-profile internal event featuring a prominent Australian talent.

Attachments:

Value for Money Assessment
Risk Assessment
The Verve Agency Terms and Conditions

Kind regards,

s 22(1)(a)(ii)

Operations

Clean Energy Supply Chain Taskforce

Department of the Prime Minister and Cabinet

p: s 22(1)(a)(ii) | m. s 22(1)(a)(ii)

e. s 22(1)(a)(ii)

1 National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600.



**THE SYDNEY
ENERGY FORUM**

Securing Clean Energy
Supply Chains for the Indo-Pacific



The Department acknowledges the Traditional Custodians of Country throughout Australia and their continuing connection to land, waters and community. We pay our respect to their Cultures, Country and Elders both past and present.