

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 10-5-21

Contract/Agreement Vendor: Swank Motion Pictures Dan Boekman
 Name of Vendor & Contact Person
 dboeckmann@swankmp.com
 Vendor Email Address
 Movie night on the field for BAFA

Summary
 Culture and student engagement at BAFA
 Reason/Audience to benefit
 10-11-21
 BOE Date
 665.00
 Amount of agreement

Person Submitting Contract/Agreement for Review: Christian Welborn/Jordan Schmoker

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: Christian Welborn

Does this Contract/Agreement utilize technology? YES/NO
 If yes, Technology Admin: yes - will work with Arrowvision team on how to run scoreboard

Leadership Team Member: Chuck Perry

Funding Source: 76 - BAFA Site Activity
Fund/Project OCAS Coding

- Consent Item: Accept and approve the NEW/RENEWAL agreement between Broken Arrow Public Schools and the vendor listed above. (ie. New fiscal year &/or Renewal services)
- Action Item: Discussion, motion and vote on motion to approve or disapprove the NEW agreement between Broken Arrow Public Schools and the vendor listed above. (ie. Purchase over \$50,000 &/or new service)

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

MEMORANDUM

To: Dr. Janet Vinson

From: Christian Welborn

Date: 10/11/2021

Re: Swank Motion Pictures

SUBJECT

Accept and approve the agreement between Broken Arrow Public Schools and Swank Motion Pictures, providing license to show a movie for a movie night at BAFA in October 2021. Cost to the district is \$665.

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

BAFA would like to host a movie night.

FUNDING

Site Activity Funds

RECOMMENDATION

Approve

SWANK MOTION PICTURES EXHIBITION REQUEST FORM

Contact Information

Organization Name: **Broken Arrow Public School** Contact Name: **Jordan Schmocker**
 Title: **Fright Night** Department: **Leadership**
 Organization Phone Number: **918-259-4330** Secondary Phone Number: **918-678-4203**
 Email Address: **J.Schmocker@baSchools.org** How did you hear about Swank? Select an Item **leadership**

Organization Mailing Address	Billing Address:	Shipping Address:

Payment Information

Are you PO required? Yes No Are you tax exempt? * Yes No Name as it appears on the card:
 Card Number:
 Please select your preferred method of payment: Credit Card Save card on file to auto charge future orders Exp. Date (mo/yyyy) Card billing zip code:

Additional Event Details

Are you charging admission or suggesting a donation for the event? Yes No If so, how much? **\$5.00**
 Anticipated crowd size: Select a size **400** Reason for screening: Select Reason **Back to school event**
 Location of Screening: Indoor Outdoor Drive-In Screen Size

Requested Movies

Movie Title	Date of Screening	Do you need Swank to provide a rental DVD or Blu-ray for an additional \$30 round-trip S&H or will you provide your own?			Name and Address of Screening Location
		<input checked="" type="radio"/> DVD	<input type="radio"/> Blu-Ray	<input type="radio"/> Own copy	
Hocus Pocus		<input checked="" type="radio"/> DVD	<input type="radio"/> Blu-Ray	<input type="radio"/> Own copy	BAHS Stadium
Halloween Town		<input checked="" type="radio"/> DVD	<input type="radio"/> Blu-Ray	<input type="radio"/> Own copy	BAHS Stadium
Coraline		<input checked="" type="radio"/> DVD	<input type="radio"/> Blu-Ray	<input type="radio"/> Own copy	BAHS Stadium

List of Commercial Theaters Located Within 25 Miles of Your Screening Location

Name of Theater	Are they currently hosting drive in movies?	# of Miles From Your Screening Location
BAHS Football Stadium	n/a	
BAHS Stadium	n/a	
BAHS Stadium	n/a	
BAFA Football stadium	n/a	

COVID-19 PANDEMIC SAFETY REQUIREMENTS

Is the state in which your screening is taking place currently under any shelter in place, stay at home, isolation or quarantine orders?

Yes No

Is the city or county in which your screening is taking place currently under any shelter in place, stay at home, isolation or quarantine orders?

Yes No

If the area in which your screening is taking place is currently under any shelter in place, stay at home, isolation or quarantine orders, are you able to provide written documentation from a government official stating that it is ok to proceed with your planned event?

Yes No

Terms and Conditions

Please check the boxes to acknowledge that you have read and accept the terms

<input checked="" type="radio"/>	COVID-19 PANDEMIC RESTRICTIONS - You are fully aware and in compliance of the current shelter in place, stay at home, isolation or quarantine orders for your State, County and City in the area and date in which your screening is planned to take place. You are also aware of your local restrictions in regard to essential and non-essential businesses. Swank assumes no responsibility in ensuring the compliance of your organization or screenings as it relates to the state and local shelter in place orders.
<input checked="" type="radio"/>	Cancellations - Notification of a change or cancellation must be given at least 10 business days prior to your event. If an unforeseen circumstance (i.e. inclement weather, equipment malfunction, etc) prevents you from hosting your event you have up to one year in which to reschedule the same movie at no additional licensing fees. Notify your Account Executive the following business day so they can note the last minute cancellation on your account. Please note that the invoice is due at the time of your original show date.
<input checked="" type="radio"/>	Advertising - You are permitted to use the studio approved artwork provided by Swank Motion Pictures. Please note that these images may not be edited or altered and must include the copyright symbol and studio name. We encourage you to inform your organization's members and patrons via on premise posters, emails and private mailings. Advertising through media such as radio, television or newspaper is prohibited. Promotions by means of a lighted sign, billboard or marquee that can reasonably be seen by the general public may not include the name of the movie. If this policy is violated or your screening becomes openly competitive with a commercial theater, your screening(s) maybe cancelled without notice.
<input checked="" type="radio"/>	Moratoriums - It is understood that in rare instances it may be necessary for a Studio, in its sole discretion, to withdraw a movie from exhibition. In the event of a withdrawal you may substitute for an alternate title or cancel the event without obligation to Swank Motion Pictures.
<input checked="" type="radio"/>	Admission Charges or Suggested Donations - If you are charging admission for the event, the total cost of the licensing will be quoted rate versus 50% of your ticket sales whichever is greater. You must submit an audience report, including number of tickets sold, ticket price and total box office within 48 hours of your event.
<input checked="" type="radio"/>	Payment - Advanced payment is required prior to your screening in order for your license to be valid. If admission is being charged for your event, a credit card must be kept on file and any applicable box office overages will be automatically be charged. * If you are tax exempt please provide a copy of your state tax exemption certificate.

Authorized Signature: _____

Printed Name: _____

Date: _____

10/5/21

Complete and return to your Account Executive
Via fax: 314-909-0879 or email: