

**Contract Committee Review Request**  
**MUST BE COMPLETED IN FULL**

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

Contract/Agreement Vendor:

Name of Vendor & Contact Person

Vendor Email Address

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase , any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date      Amount of agreement

Person Submitting Contract/Agreement for Review:

**PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK**

Principal &/or Director or Administrator:

Does this Contract/Agreement utilize technology? YES/NO

If yes, Technology Admin: \_\_\_\_\_

Leadership Team Member:

Funding Source:

Fund/Project      OCAS Coding

☐ **Consent**  
  
  
☐ **Action**

This contract allows the Broken Arrow Freshman Academy to conduct two performances of the play, M\*A\*S\*H, on November 8th-9th, 2024.

  
  
  
  
  
  
  
  
  
  

**Summary** This area must be complete with full explanation of contract

*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.*



**Dramatic Publishing**  
Your Source for Plays and Musicals Since 1885

311 Washington St.  
Woodstock, IL 60098-3308  
**Phone:** 800-448-7469  
**Fax:** 800-334-5302

08-19-2024

Broken Arrow Public Schools  
Independent School District I-3  
701 South Main Street  
Broken Arrow, Oklahoma 74012  
United States  
Telephone: 918-259-5700

Performance Quote #68019  
**M\*A\*S\*H (140 minutes)**  
11/8/2024 through 11/9/2024 – 2 performances  
*This is not a license to perform or an invoice.*

Your performance application for M\*A\*S\*H (140 minutes) has been approved. Below is a performance quote based on your selected options for playbooks, rented and purchased media and shipping. Once you have ordered the required playbooks and rental or purchased media, Dramatic Publishing will issue you a performance license.

**This quote will expire on February 12th, 2025 unless the necessary scripts are purchased.**

Item	Base Price	Qty	Total
Royalty Fee	\$110.00	2	\$220.00
Playbooks	\$11.95	25	\$298.75
Shipping Estimate (UPS)			\$24.95
			Tax: \$0.00
			<b>Total (U.S. Dollars only): \$543.70</b>

## Please Note

1. Royalty Fees and Music Rental fees are due in full 15 days after your final performance
2. **Playbooks:** Rights to perform cannot be granted unless the sufficient number of playbooks required to perform the Play, equal to the cast quantity specified in our current catalog, have been purchased or are in your possession. Photocopying, scanning, or reproduction, of the Play, by any other means is strictly prohibited.
3. **Refundable Security Deposit for Music Rental Materials:** Payment must be received in full before rental materials can be shipped. Once your security deposit has been received, we will schedule rental materials for shipment. Rental materials are available up to 12 weeks prior to your first performance date through the duration of your production.

4. All shipments of purchased and rented items ordered by your organization will be subject to shipping and handling charges. Additionally, all plays and performance licenses are subject to publisher restrictions and approval.
5. All special requests are subject to publisher approval and may result in additional fees. Because permission cannot always be obtained, please submit your request at least 4-6 weeks prior to your deadline. Special requests may include, but are limited to, permission to alter the script; permission to reprint portions or all of the text; permission to videotape, audio tape or broadcast a performance; and adding rental materials or extending rental periods.

Please contact our office if you have any questions. If you choose to produce this play, you can place your order by telephone (800) 448-7469, by fax (800) 334-5302 or on our website ([www.dramaticpublishing.com](http://www.dramaticpublishing.com)). Please reference this quote at the time of your order.

**Brown, Janet L**

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**From:** Good, Lisa S  
**Sent:** Tuesday, August 20, 2024 10:41 AM  
**To:** Brown, Janet L  
**Cc:** Foreman, Adam J; Davis, Darrin  
**Subject:** FW: BAFA Fall Show Performance Rights Quote

Hi Janet,

Will the below suffice for the 30-day requirement?

Thanks,

**Lisa Good**

Director Secretary-Fine Arts  
Broken Arrow High School  
918.259.8553

[www.bafinearts.com](http://www.bafinearts.com)



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**From:** Brianna Young <[byoung@dpcplays.com](mailto:byoung@dpcplays.com)>  
**Sent:** Tuesday, August 20, 2024 9:17 AM  
**To:** Burkhalter, Amy L <[aburkhalter@baschools.org](mailto:aburkhalter@baschools.org)>; Good, Lisa S <[lsgood@baschools.org](mailto:lsgood@baschools.org)>; Foreman, Adam J <[ajforeman@baschools.org](mailto:ajforeman@baschools.org)>  
**Subject:** RE: BAFA Fall Show Performance Rights Quote

**CAUTION:** This email originated from outside of the district. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Amy,

Thank you for contacting our office today. Please let this email act as written permission for your school to pay the royalty fees for their production of *M\*A\*S\*H (140 minutes)* by Tim Kelly within 30 days after the final performance date.

Let me know if you have any further questions.

Best wishes,

**Brianna Young**

Amateur Leasing  
Dramatic Publishing Company  
P: 800-448-7469

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**From:** Burkhalter, Amy L [<mailto:aburkhalter@baschools.org>]

**Sent:** Tuesday, August 20, 2024 8:49 AM

**To:** Good, Lisa S <[lgood@baschools.org](mailto:lgood@baschools.org)>; Foreman, Adam J <[aiforeman@baschools.org](mailto:aiforeman@baschools.org)>; Brianna Young <[byoung@dpcplays.com](mailto:byoung@dpcplays.com)>

**Subject:** BAFA Fall Show Performance Rights Quote

Hello,

So, the Broken Arrow Freshman Academy would like to perform the play *M\*A\*S\*H (140 minutes)* by Tim Kelly. In the quote for this production shows that we have to pay within 15 days of the production date. My district needs this to be extended to 30 days.

My account username is [aburkhalter@baschools.org](mailto:aburkhalter@baschools.org) and our production dates are November 8th-9th, 2024.

I've included a few members of my administration for assistance in resolving this issue.

**Amy Burkhalter, M. Ed.**

**Broken Arrow Freshman Academy**

**Drama Teacher**

