



## Musicians Guidelines

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Thank you for participating in a Swan Songs concert! We are happy to welcome you to engage with our organization, and we appreciate the skills and talent you will be sharing.

A Swan Songs representative (Concert Liaison) will communicate with you before the concert to ensure that you have all necessary information. The Concert Liaison will meet you at the facility the day of the performance. Consider your Liaison your ally in the experience.

### **Arrival Time & Paperwork**

Please arrive 15 minutes before the concert's scheduled start time to meet your Concert Liaison. If not on file with Swan Songs, you'll be asked to complete a *Musician Confidentiality/ Photo Release* form and a *W-9* form for tax purposes. Payment for your performance will be mailed to you after the concert is completed within 14 business days.

### **Confidentiality for the recipient and their families is of critical importance.**

References to the recipient or family by name should be confined to Swan Songs staff and volunteers.

### **Social Media & Sharing Your Experience**

We encourage you to share that you have participated in a Swan Songs concert and encourage you to link to [www.facebook.com/swansongsaustin](http://www.facebook.com/swansongsaustin) and [www.twitter.com/swansongsaustin](http://www.twitter.com/swansongsaustin). We do ask that you refrain from posting any concert photos or using the names of the recipient and/or their family members publicly.

### **Physical Touch**

People at the end of life are frequently sensitive to physical touch. For some, the slightest touch can be painful. If you feel touch is appropriate, please ask in advance - "May I give you a hug?" or "May I take your hand?"

### **Personal Beliefs/Experiences**

Spiritual, religious, and political beliefs vary widely among individuals, and Swan Songs does not know the preferences of our concert recipients or their friends and family members. For this reason, we ask that you do not offer a prayer or remarks about God without first asking the recipient. For example, it is not appropriate to ask if the patient has a personal relationship with Jesus Christ. However, it is fine to say, "My blessings and love go to you". Additionally, please refrain from references to personal experiences with any medical conditions.

## **Recipient is the Priority**

Other people in addition to the recipient may be at the concert and may request particular songs. If possible, try to bring the focus of the music back to the recipient. The concert is to honor an individual, not to provide entertainment to an audience. It's wonderful when both outcomes can be achieved, however the priority is the recipient.

Some musicians have expressed concern about the lyrics of their songs, wondering if they were too melancholy for the circumstances. This depends entirely on the recipient. If you have concerns, ask them if they would like to hear a particular song, or check in with the SS liaison.

## **Concert Length**

Concerts are typically 30-40 minutes. We ask that you adhere to this time frame. As you perform, look at the recipient to see if they are becoming weary. If they appear tired, ask them if it's all right for you to sing one more song, or if now would be a good time to stop. In rare cases they may ask you to continue past 40 minutes and sing a few more songs. This is fine, however never exceed 60 minutes. Your Swan Songs Liaison can provide guidance during the concert and help you to intuit when it is time to end the concert. The SS Liaison is your ally in the experience and can assist you with any concerns.

## **Payment**

Swan Songs musicians are paid \$150 if it is one musician, or \$125 per musician for up to four performers. Additionally, if your mileage is over 20 miles roundtrip Swan Songs will reimburse you \$.30 per mile up to 150 miles roundtrip.

Musicians are responsible for taxes due on the income received from Swan Songs. If \$600 or more is paid to an individual in one calendar year, a 1099 will be issued in January of the following year. Group payments made to one individual will be subject to these same guidelines.

## **Questions**

Please contact us if you have any questions. Concert Manager is Donna Belk, [donna.belk@swansongs.org](mailto:donna.belk@swansongs.org), 512-922-8043 (personal cell/text). Concert Coordinator is Deborah Schmidt, [concerts@swansongs.org](mailto:concerts@swansongs.org). Swan Songs office, 512-416-7926.