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FOR BOCES USE ONLY:	
PO #	_____
W9	_____
INV/SIG:	_____

SCHOOL DISTRICT REQUEST FOR ARTS IN EDUCATION CONTRACT

Contract must be received by BOCES one month prior to the event (Pre-Pays require 8 weeks). Assure District Coordinator receives contract according to your district process in time to meet these deadlines. Enclose W9/invoice, if needed, to ensure prompt payment.

Program Date(s): _____ Fee: _____
District: _____ School(s): _____ Grade Level(s): _____

Artist/Organization: _____
Address/City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____
SS#: _____ OR TIN#: _____

*Please assure information provided reflects name/address of check recipient and exactly matches 1099 (W9) for reporting purposes

School Contact: _____ Phone: _____
E-Mail: _____ Fax: _____

*Evaluation of program is required. Staff responsible for follow-up evaluation will be _____

- Pre-Payment (purchases only, e.g. tickets, registrations) REQUIRED BY _____
- Partial Payment Requested: # _____ of payments (Include details re dates/fees under II. Below)
- If Federal/State/County Grant was used put ONLY the amount remaining after subtracting the partial grant dollars in the "Fee" section above.

I. CIRCLE NUMBERS of all NYS Anchor Standards for the Arts that apply (at least one MUST apply):

Cr — Creating:

1. Generate/conceptualize artistic ideas/work
2. Organize/develop artistic ideas/work
3. Refine/complete artistic work

Pr — Presenting:

4. Select/analyze/interpret artistic work for presentation
5. Refine artistic techniques/work for presentation
6. Convey meaning through presentation of artistic work

Re — Responding:

7. Perceive/analyze artistic work
8. Interpret meaning in artistic work
9. Apply criteria to evaluate artistic work

Cn — Connecting:

10. Relate/synthesize knowledge/personal experiences to inspire/ inform artistic work
11. Investigate ways that artistic work is influenced by societal/cultural/ historical content and, in turn, how artistic ideas shape cultures past/present/future

II. Describe Learning Objectives in the Arts, how the curriculum will be enriched, and how your chosen standards will be fulfilled. Continue on back if needed:

N.B.: District Administrator's signature certifies that any transportation/food costs associated with this contract are being paid through the district's general funds budget, that they are authorized to guarantee payment, and understand that all contracts are subject to a 7% administration fee.

Signature..... Signature
District Arts--In--Education Coordinator/Date District/School Administrator Authorizing Payment/Date

Signature..... Date.....
Artist/Arts Organization/or Vendor Invoice in lieu of signature

Signature..... Date.....
BOCES Administrator