

William Paterson University Hospitality Entertainment Program Information / Invoice Form

Note: This form MUST be completed by the performer AND signed by the Hospitality Entertainment Program (HEP) representative by the day of the performance.

* If the performer has never worked on campus, payroll documents ([W-4](#)) also needs to be completed and attached when submitting this form.

Performer(s) Name(s) as it reads on your official ID	
Performance Name:	
Address:	
City/State/Zip Code	
Banner ID #:	
Phone:	
Today's Date:	
Performance Date:	
Performance Time:	
Performance Location:	
Amount:	
Do you currently work on campus or have you been employed on campus previously?	<input type="checkbox"/> Yes <input type="checkbox"/> No
I give permission to Hospitality Services to use and publish my performance details and photographs from my performance on the Hospitality Services website.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Performer's Signature: _____ Date: _____

HEP Representative's Signature: _____ Date: _____

Hospitality Services Office Use: Form Receive Date: _____

Signature: _____ Form Process Date: _____