

EXPANDED RECORDING CONTRACT

Daniel Recital Hall



Michael Vick, Technology Supervisor, x3645, C&IS Help Desk x3277

Complete and submit to Loretta Evatt in the Music Office one month prior to your recording date.

1. You must **reserve the hall** with the chair's office PRIOR to submitting this request.**
2. The Recording Contract must be submitted at least **one month** prior to the session.
3. Your payment must accompany the Recording Contract.
4. Your one payment to "Furman University" will include the CD-R media and engineer's fee.

RECORDING OPTIONS

_____ **STANDARD** \$20 for the first hour and \$10 for each consecutive additional hour
INCLUDES: Stereo overhead mics. *One Engineer / 1 CD*

OF HOURS _____ X \$10 + \$10 = _____ *Amount Owed*

_____ **PREMIUM** \$40 for the first hour and \$20 for each consecutive additional hour
INCLUDES: Four on-stage mics, *Two Engineers / 1 CD*

OF HOURS _____ X \$20 + \$20 = _____ *Amount Owed*

****CHAIRMAN'S OFFICE SIGNATURE** _____ **DATE** _____
(Required to verify date and times noted below are reserved for the hall.)

WHO / WHAT / WHEN

Recording Date: _____ Start Time: _____ Length of Session: _____

Name of Soloist/Ensemble: _____

Instruments/Voices: _____

Name of Person Making Request: _____

E-Mail : _____ FU Box # : _____

Cell Phone: _____

OFFICE USE: Date Paid: _____ Amount Paid \$ _____ Paid by: <i>Cash</i> <i>Check</i> Office Signature: _____
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Checks are paid to "Furman University" in Music Office D-103.
The Office will give you a copy of this form as your receipt.