

Art and Music Center (AMC) Recital Reservation/Contract
Kretschmer Recital Hall

Name (last) _____ (first) _____

Phone # _____ Email _____

Address _____

Date of Recital _____

Start Time of Recital _____ End Time of Recital _____

Reservation Start Time _____ Reservation End Time _____

(includes set up and take down times)

Special Requests:

- Change in room set up
- Use of Concert Grand piano(s) in KRH: Steinway Baldwin
- Use of stage custom lighting in KRH
- Use of the Tap cart (must reserve date with Kathy Zimmerman, Ext. 2413).
*The person or group using the Tap cart is responsible for setting up and taking down and returning it to room 105 **immediately following the event.***
- Recording of Event CD DVD (automatically recorded)

Other Requests or Comments: _____

The student must complete and return this form with the APPLICATION FOR STUDENT RECITAL AND RECITAL HEARING form to the AMC Administrative Assistant within 7 days upon receipt.

By signing this form, the student agrees to comply with all the AMC guidelines for the use of the building and departmental guidelines as stated in the 2007-2008 Music Students' Handbook.

Student signature _____

Date _____

(Rev. 8-16-07)

