

APPLICATION FOR HIRE (COMMERCIAL RECORDING)

To avoid delays in processing your order, all sections should be completed in full



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VICTORIA, AUSTRALIA

The following information is required to prepare Commercial Recording Hire Agreements and to supply orchestral materials for Commercial Recordings

Work/Performance Details

Composer		Arranger	
Title		Publisher (if known)	
Movements to be performed <i>(please specify names or excerpts)</i>		1. _____ Duration _____	
		2. _____ Duration _____	
		3. _____ Duration _____	
		4. _____ Duration _____	
		5. _____ Duration _____	
CD Title <i>(if known)</i>		Venue Name	
		Venue Address	
Conductor		Is this also a public concert performance?	Y / N
Soloists		CD Running Time	__hr __min __sec
Recording Date/s	___/___/20__ - ___/___/20__	Release Date/s	___/___/20__ - ___/___/20__
Scope of Distribution:	World-Wide release Y / N Details: _____		
	Australian release only Y / N Details: _____		
	If Neither: Territory for release _____ Details: _____		
Mechanical Licence	Have you lodged an application for a mechanical licence from your local mechanical society? Y / N If so, please provide contact and name of society:		
	Company Name		
	Contact Name		
	Address	Phone	_____
Fax		_____	
Email		_____	

Recording Party Details *This information must be included before hire materials are despatched.*

Recording Company		Orchestra/Choir	
Contact name		Contact name	
Address		Address	
Phone	Fax	Phone	Fax:
Email		Email	
<i>The Contract for Recording Hire, including terms and conditions relating to the master recording, must be signed by the owner of the master recording.</i> Who is this owner of the master recording? Recording Party <input type="checkbox"/> Orchestra <input type="checkbox"/> Other <input type="checkbox"/>			
<i>Contact details for other</i> _____ _____			

Invoice Details *Which party is being invoiced?*

Please indicate full contact details and attach a formal order or authorisation from that party.

Contact name	Phone
Address	Fax
	Email

Quantities Required:

Date materials are required: / /2008						
Full Scores	Vocal Scores	Chorus Parts	(S)	(A)	(T)	(B)
Wind/Brass/Percussion Set	Strings					
Send to?	Recording Party <input type="checkbox"/>	Orchestra <input type="checkbox"/>	Other party <input type="checkbox"/>			
<i>Contact details for other</i> _____ _____						
<i>*If the required material is not in stock, please order materials from the publisher (at client's expense) by (___) Airmail (allow 6 weeks if available) or (___) Courier (within 2 weeks if available). (Please tick one.)</i>						

More Production Details/Comments: (if applicable)

Application Authorised by: _____ **Date:** ___/___/___

Print Name: _____