REQUEST TO USE LARGE ENSEMBLE FOR STUDENT RECITAL

Please note:

- The Kilbourn Hall stage extension is not set up or removed for student recitals.
- Both pianos remain on stage for student recitals.
- Set-up for a large ensemble must be done within the 30-minute warm-up prior to the start of the recital. Teardown (this includes percussion and any additional equipment) must be completed within the remaining time of the recital slot. Due to other scheduled events in the hall and to be equitable to all students, no additional time is allowed.
- All requests are subject to approval by the Concert Office.

I have read the paragraph above regarding large ensemble requests.

Student’s signature: ___________________________  Student’s name (print) ___________________________

Email: ________________________  Phone: ______________  Date/Time of Recital _______________________

Date/Time of Dress Rehearsal_______________________________________

Piece to be performed __________________________________________  Timing of piece ______________

Number of players in ensemble_________  Conductor: __________________________

Will sound reinforcement be used? _________  T&MP? _________  Computer Music? _________

Description of electronics use_______________________________________________________

Will percussion be used? _________  Name of percussionist ________________  Email ________________

List percussion equipment_________________________________________________________________

Please draw a staging diagram on the back of this form of the piece(s) being performed (be sure to include the largest possible set-up). Also include placement of any percussion, electronics, or sound reinforcement.

☐ Approved  ☐ Not approved

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Director of Concert Operations - signature