Request for Performance

Event Information

Host organization: 

Contact Person: 

Phone / Email: 

Date / Time of Event: 

Length of Performance: _________________________ Set-up Time: ____________________________

Please be as precise as possible including the schedule for breaks. Request must fit into 2.5 hours with at least one 15-minute break in first 90 minutes. Additional time will require payment of overtime.

Dress:

☐ Formal concert attire – concert black / tux

☐ Business dress / suit

☐ Casual – Khakis and polo shirt

Preferred number of musicians (1,2,3,4,5, other [specify]): _________

Ensemble type (string, brass, woodwind, vocal, jazz, other): ______________________________

Is this a program or background music? ____________________________

Do you have music stands? Yes ________ No ________________

Chairs without arms? Yes ________ No ________________

Is venue well-lit (for reading music)? ________ If not, is there an electrical outlet nearby to plug-in stand lights? ________

Will you provide extension cords, if needed? ________ Are mics / sound provided? ________

Are mics / sound required? ________ Is water provided? ________ Is food provided? ________

Is water available? ________ Is food available? ________

How many people are expected to attend the event? ________ Ages – adults, children, seniors, general? (circle)

Is the performance indoors or outdoors? ________ If outdoors, is it under cover? ________

Location of venue – Please provide address and directions to the venue and to the performance location within the venue.

Parking - where, access to venue for loading/unloading instruments, stands, etc.

Marketing/Outreach opportunities, signage, collateral, etc.

Name and information for contact person who will be on-site during the performance: ______________________________

Signature ____________________________ Date of Request ____________________________
The Akron Symphony musicians are highly qualified professionals. We are confident you will be satisfied with the quality of their performance. However in order for them to play at their highest level and meet your expectations, the following requirements must be agreed to and met.

Temperature at the performance location must be between 62 degrees and 92 degrees F.

Public restroom facilities must be available within a reasonable proximity to the performance area.

If the performance is outdoors, there should be a warning system established for inclement weather cancellation. The performance should be in a shaded area and covered for inclement weather. Musicians shall not be required to perform in direct sunlight or rain.

Performance area should be well lit for reading music. ASO may provide stand lights if requested.

Any video-taping, audio-taping or photography of any performance by Akron Symphony musicians is subject to requirements in the agreement with the American Federation of Musicians and requests must be approved by the Akron Symphony at least 30 days in advance of the performance.

ASO reserves the rights to select the individual musicians engaged and to supply substitutes if necessary.

Parking passes or free parking at a location in reasonable proximity to load/unload instruments shall be provided.

A secure room or area for storage of instrument cases and for warm-up should be provided.

Additional fees for cartage will be required for large instruments – bass, contrabassoon, harp, and selected percussion.

Additional fees will apply for holiday dates or any performance that goes after 11PM.

A 50% nonrefundable deposit is due at the time of booking. The balance is payable within seven business days after the performance.

Call for pricing.