

Fresno State Department of Music
Degree Recitals
Facility Reservation Form

This form and all fees are due 15 Days After Department Recital Meeting

Student Name: _____ **ID#:** _____

Instrument: _____ **Studio Professor:** _____
Office

Email: _____ **Amount Pd & Date:** _____

Check Appropriate Boxes: Undergraduate Graduate
 Composition Conducting Jazz Performance Music Education Performance
Start 7:30 or 8:00pm Start 7:30 or 8:00pm Start no earlier than 6:30 Start no earlier 6:30pm

Recital Preparation Details

	<u>Date</u>	<u>Day</u>	<u>Start Time</u>	<u>Location</u> (CH) (WRH)	<u>Other</u> <u>Please specify</u>	<u>Confirmed</u> (Office Use)
Recital						
Hearing						
Dress Rehearsal						

Dress Rehearsal and Recital will be scheduled in the performance hall only. Hearings are arranged through studio faculty and accompanist for location and time. All information must be completed before your dates will be approved.

Recital Fee \$130 Required Reception* \$50 Optional Video Fee \$100 Optional
**Assistant required for all receptions in building. Your responsibility to contact the University Food Service.*

_____ Student Signature _____ Date

Faculty & Accompanist Approval – ALL SIGNATURES REQUIRED

_____ Faculty Name (Print) _____ Faculty Signature _____ Date

_____ Drew Quiring / Joungmin Sur (circle) _____ Accompanist Signature _____ Date

You are required to submit a separate Technical Specification Form to Jose ElaGarza within 30 days of recital date. *Forms & Links* at the Department of Music website for all forms. Refer to Booking Procedures for more information.

All signees acknowledge and will comply with all policies and regulation established by California State University, Fresno.

<http://csufresno.edu/hr/policies/MAPP/III/D/D-08.pdf>

Return Correspondence to Fresno State Department of Music

Mail – 2380 E. Keats Ave. MB77, Fresno. CA 93740-8024; Email – smcguire@csufresno.edu