Booking Confirmation Form for OXFORD WELSH MALE VOICE CHOIR

<table>
<tr><td>1. Request made by:</td><td>Name:
Address:

Post Code:
Telephone number/s:
Email:</td></tr>
<tr><td>2. About the event</td><td>Please describe the nature of the event. Where appropriate, name the charity or cause for which funds are being raised?</td></tr>
<tr><td>3. Venue details</td><td>Address of venue?

Describe the building layout?
Where will the choir stand?
How many choristers is there room for?

Seating capacity -

Facilities available – (Y/N)

<table>
<tr><td>An in-tune piano?</td><td></td></tr>
<tr><td>An in-tune organ?</td><td></td></tr>
<tr><td>Changing facilities?</td><td></td></tr>
<tr><td>Toilets?</td><td></td></tr>
<tr><td>Stage?</td><td></td></tr>
<tr><td>Car parking (how many spaces)?</td><td></td></tr>
<tr><td>13-amp sockets?</td><td></td></tr>
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</td></tr>
<tr><td>4. Date/s and time</td><td>Preferred date/s: Start time: Finish time:</td></tr>
<tr><td>5. Soloist Information</td><td>Organiser to arrange -
Details :-

(Please disregard if not applicable to your event)</td></tr>
<tr><td>6. Promotional details</td><td>Event title:
Means of publicising:
Ticket prices:
Anticipated ticket sales:

(Please disregard if not applicable to your event)</td></tr>
<tr><td>7. Programme</td><td>Programme to be discussed but will be based on that season’s choir repertoire.
Will you want the choir to provide a soloist (at extra cost)?</td></tr>
<tr><td>8. Costs
Agreed Fee - £800</td><td>As a charity, OWMVC aims to recover its expenses from performances.
Appearance fees are agreed for each event. Our fees are price on application for fund raising events, weddings and private functions. Additional soloists (plus their accompanist) can be provided at cost.
A 25% deposit is required to secure a booking for a wedding or private function.</td></tr>
<tr><td>9. Performing Rights Society</td><td>The rules require concert organisers to be licensed to perform published live music, where the public is charged to listen. If your venue is not licensed, please agree to send full details to The Performing Rights Society, 19 Church Walk, Peterborough, PE1 2UZ. The fee per concert is around £25.</td></tr>
<tr><td>10. Signature of organiser</td><td>Please consider the above request. I accept the rules of the Performing Rights Society and the choir’s right to refuse this request.

Signed: Date:</td></tr>
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Please reply to:- Concert Secretary Lloyd Evans, 6 Griffin Close, Adderburry, Oxon, OX173HR
07715237818. Lloyd.william.evans@hotmail.com