

Falcon Music Tech: Sound Services Request

Name (Group or Individual): _____ Today's Date: _____

Sponsor Name (teacher/staff): _____ Email: _____

Event Title/Description: _____

Event Date: _____ Start Time: _____ am/pm End Time: _____ am/pm

Rehearsal schedule (if applicable): Date: _____ Start time: _____ End Time: _____

Equipment Needed (check all that apply):

- Sound System (mixer, speakers, computer, standard cables included)
- Wireless Mics (2 available) Number needed: _____
- Wired Mics (up to 8 available) Number needed: _____
- Microphone stands (up to 8 available) Number needed: _____
- DJ Lights
- Instrument cables needed (please describe what instruments will need to plug in):

*Instruments not provided

If you have a specific set-up design please draw a diagram below:

Music Requests:

If specific genres of music or individual songs are requested for the event please list them below. All finalized music selections are chosen at the discretion of Falcon Music Tech and some requests may not be fulfilled based on the appropriateness of the content.

*Note: music requests may be submitted to FalconMusicTech@gmail.com up until 1 week prior to the event.

Compensation Agreement:

Some events may require compensation for Music Tech services. Compensation is often requested as food for the student performers (especially if events occur outside the school day). Compensation may include monetary payment for large scale and/or off campus events. If compensation is required, an agreement will be reached prior to finalizing the Music Tech Service contract. All payments will be made as a donation to the Falcon Band Club Account (850-000-0000-1790-245-0-503).

Falcon Music Tech Service Terms and Agreements:

- Falcon Music Tech cannot perform for any event without direct supervision of program instructors.
- All events require a minimum of 1 week notice.
- 3 weeks notice must be given for any customized music edits.
- Event changes must be made within 2 school days of the event.
- Scheduling details must be provided within 2 school days of the event.
- Personal devices (e.i. Phones or mp3 players) may not be used during the event. All music must be provided to Falcon Music Tech a minimum of 2 school days prior to the event.

Additional Event Requests/Agreements:

Service Agreement Authorization:	
_____	_____
Requesting Sponsor (teacher/staff)	Date
_____	_____
Falcon Music Technology Director	Date