

Composer's Guild Concert

Submission Form

Concert Date _____

Composer: _____ E-mail: _____ Phone #: _____

Title: _____ Approx. Duration: _____

Performers and Instrumentation: _____

Check List for Submission

- Score:** Attach a hard copy of the score to this form.
- Program Notes:** E-mail program notes in .doc format to justinleokennedy@gmail.com
(If you want your program notes to appear a certain way please e-mail an example in .doc format to justinleokennedy@gmail.com)

Equipment Needed: (Please list anything appearing on stage that you are not bringing yourself. This includes chairs, stands, mics, mic stands, speakers, etc. Please be specific and thorough)

Stage Diagram

On the reverse side of this document, please draw a stage diagram that specifies how you prefer the stage to be set for your piece. Please be specific and thorough (i.e. *piano lid up, down, half ect.*) Label everything. Use symbols and a key if necessary)

Submissions that are incomplete at the deadline will not be accepted. This includes incomplete or unclear diagrams. If you have any questions, contact justinleokennedy@gmail.com or another officer.