

## REQUEST FOR A SINGING PERFORMANCE BY THE OXFORD WELSH MALE VOICE CHOIR

Part 1 – To be completed by person/s organising the performance

<b>1. Request made by:</b> (person responsible for the Event OWMVC will sing at)	Name:					
	Address:					
	Post Code:					
	Tel No.					
	E-mail					
<b>2. About the event</b>	Please describe the nature of the event. Where appropriate please name the charity or cause for which funds are being raised.					
<b>3. Venue Details</b>						
<b>3.1 - Address</b>	Please say where the performance will be held:					
<b>3.2 – Building description /layout</b>	Please describe the building indicating where the choir will stand and how many choristers there is space for – up to 12, 24 or 36					
<b>3.3 – Seating capacity</b>	(complying with any regulations)					
<b>3.4 – Facilities available</b>	Please indicate which of the following will be available					
	An in tune Piano <input type="checkbox"/>	An in tune Organ <input type="checkbox"/>	Changing facilities <input type="checkbox"/>	Toilets <input type="checkbox"/>		
	Stage	Car Parking for How many?	Number of 13 amp sockets	Other:		
<b>4. Proposed Dates</b>	Preferred date	Start time	Finish time			
	Alternative date	Start time	Finish time			
<b>5. Promotional Details</b> (where applicable)	Event title					
	Means of publicising					
	Ticket prices					
	Expected ticket sales					
<b>6. Type of Programme</b>	Please circle/cross out as appropriate					
	Sacred	Light	Mixture	Mainly Welsh	Few Welsh	Solos
	Special requests:					
<b>7. Reason/s for requesting OWMVC</b>						
<b>8. Financials</b>	As a charity OWMVC aims to recover its costs from performances. Appearance fees are agreed on a case by case basis. For budgeting purposes however our minimum fees are £250 for fund raising events and £500 for weddings and private functions. Additional soloists can be provided at cost.					
<b>9, Performing Rights Society</b>	The rules require concert organisers to be licence to perform published live music, where the public is charged to listen. If your venue is not licence, please agree to send full details to the Performing Rights Society, 19 Church Walk, Peterborough, PE1 2UZ. The fee per concert is around £25.					
<b>10, Signature of organiser</b>	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			

**Please return this request to:**

**George Jenkinson, 90 Sandfield Road, Headington, Oxford. OX3 7RL**

[george.jenkinson@gmail.com](mailto:george.jenkinson@gmail.com) 01865 741419