

# Secondary Concerts and Workshops Booking Form 2009 – Vic

Fax: 1300 663 615 Online: musicaviva.com.au

Post: PO Box 27, South Yarra, Vic 3141

Please do not send payment with this form. A tax invoice will be sent to your school.



## SCHOOL DETAILS

School name \_\_\_\_\_

Address \_\_\_\_\_

Concert venue \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Contact teacher \_\_\_\_\_ Position \_\_\_\_\_

Home/mobile telephone \_\_\_\_\_

(Optional – for emergencies only)

School times:

|        | School Day | Recess AM | Lunch | Recess PM |
|--------|------------|-----------|-------|-----------|
| Start  |            |           |       |           |
| Finish |            |           |       |           |

Days/times of commitments that would prevent a concert taking place  
e.g. Scripture Tues 9am, Sport Thurs 2pm

\_\_\_\_\_

\_\_\_\_\_

No of Students enrolled at the school: \_\_\_\_\_

Principal's name \_\_\_\_\_

## CONCERT BOOKING DETAILS

| Selected Ensemble(s)<br><small>(please refer to the available in the brochure or on-line)</small> | Number of concerts<br><small>(NB: maximum 300 students per concert)</small> | Estimated number of students per concert |
|---|---|--|
| 1.  |   |  |
| 2.  |   |  |

Preferred weekdays and times e.g. Tues 12pm – 3pm

NB: whilst all attempts are made to schedule concerts at preferred times this is not always possible

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## WORKSHOP BOOKING DETAILS

| Selected Ensemble(s)<br><small>(please refer to the available ensembles in your region in the brochure or on-line)</small> | Two Musicians or Full Ensemble* | Estimated number of students per workshop |
|--|---------------------------------|---|
| 1.   |                                 |   |
| 2.   |                                 |   |

Preferred weekdays and times e.g. Tues 12pm – 3pm

NB: whilst all attempts are made to schedule concerts at preferred times this is not always possible

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## Schedule of Fees

| Program                      | Fee      |
|------------------------------|----------|
| Concert (per concert)        | \$840.00 |
| Workshop with two Musicians  | \$480.00 |
| Workshop with whole ensemble | \$840.00 |

**Please read the Booking Terms & Conditions on the reverse of this form**

## Secondary Booking Information

**Concert/workshop rescheduling:** Once concert schedules have been confirmed, concerts may only be rescheduled in exceptional circumstances. Requests to reschedule concerts with 14 days of the concert may attract a Cancellation Fee.

**Cancellations:** All cancellations must be notified in writing. A cancellation fee will apply as follows:

| Written notification received by Musica Viva   | Cancellation Fee                                |
|--|---|
| Within fourteen (14) days of the scheduled concert/s or workshop/s                       | Per concert cancelled                           |
|  | Total Minimum Student Fee                       |
| Between fifteen (15) and twenty-eight (28) days of the scheduled concert/s or workshop/s | 50% of the applicable Total Minimum Student Fee |
| More than twenty-eight (28) days of the scheduled concert/s or workshop/s                | No charge                                       |

**Invoicing:** Musica Viva will send your school a Tax Invoice for all charges on receipt of your booking.

**GST:** Please note with the exception of the Song Safari and Rhythm Safari CD/CD-ROM, all Musica Viva In Schools products are free of GST.

**Concert scheduling:**

**Further information:** Please contact your Musica Viva In Schools State Manager on 1300 663 608 or visit us on-line at [musicaviva.com.au](http://musicaviva.com.au)

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