



### PRE-RECITAL REQUEST FORM

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Instrument/ Voice Type \_\_\_\_\_ Teacher \_\_\_\_\_

Indicate requested pre-recital date  
(approx. 4 weeks prior to recital):

Your recital is scheduled for:

Date \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

Time \_\_\_\_\_

Location \_\_\_\_\_

Location \_\_\_\_\_

Please circle the keyboard instrument(s) below that you would like to use for your pre-recital and recital in FLPH:

Steinway C Piano      Grotrian Steinweg Piano      Large Harpsichord      Small Harpsichord      Organ

If no keyboard instruments are selected above, then it will be assumed that you will be using only the Steinway C piano for your recital and only that instrument will be tuned for your recital.

Complete the upper portion of this form, obtain your committees signature and submit this form to the office. Please note that the pre-recital jury must take place at least four weeks before your scheduled recital. The program, program notes and artist statement **MUST** be completed and submitted to the office one week prior to the pre-recital. **NO pre-recitals will occur without completed documents.**

\*By signing this form you agree to the proposed pre-recital time and date:

Instructor's Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Accompanist's Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Faculty Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Faculty Name (optional) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

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#### Office Use:

Date Received: \_\_\_\_\_

Date & Location Approved: \_\_\_\_\_

Confirmation Emailed: \_\_\_\_\_