

SUSMAN MUSIC

Phone: (650) 906-7529

Fax: (650) 856-1691 or (310) 943-2233

Email: info@susmanmusic.com

REQUEST FOR RENTAL MATERIALS

1. Title of Work:

2. Event Details

Organization:

Conductor:

Soloists:

Venues:

Dates of Performances:

Ticket Price:

Seating Capacity:

3. Broadcast and Recording

If Broadcasting;

Station call letters:

Webcast URL:

If Recording choose purpose:

Archival, Commercial, Podcast, Studio, or Live:

Record Company:

Distribution Company:

Sale price:

Copies to be pressed:

4. To receive a price quote include

Name:

Title:

Email:

5. Customer Information

All orders must prepay. Susman Music will send you a contract via email, fax or USPS.

Materials will not be shipped without a returned signed contract.

Name:

Organization:

Billing Address:

City:

State:

Zipcode:

Country:

Email:

Fax: (for sending and receiving signed contract)

6. Shipping

We cannot ship to PO Boxes. We ship FEDEX ground unless otherwise requested.

Librarian:

Address:

City:

State:

Zipcode:

Country:

Materials are shipped 6 weeks prior to performance unless specified. If materials are needed earlier specify date.

Materials are due back within 10 days of the last performance.

Materials must be returned clean and in good condition, free of all pencil rehearsal markings.

7. Performance License for Concerts

You must be licensed by ASCAP, the publishing rights organization for Susman Music. This does not apply to ballet, liturgical services, or high schools. ASCAP (1-800-952-7227)