# TTU School of Music

## REQUEST FOR HEMMLE CREW

Return this form to tiffany.holmes@ttu.edu

Requests for sound reinforcement should be sent to tturecordingstudio@gmail.com

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>Event Date:</th>
<th>Event Start Time:</th>
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<tr>
<th>Contact Person:</th>
<th>Phone:</th>
<th>E-mail:</th>
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### CURTAINS:

- [ ] ALL UP
- [ ] ALL DOWN
- [ ] ½ DOWN
- [ ] OTHER:

Check here if there are no stage changes during this event.

If there are stage changes, please copy this form & complete the sections below for each piece.

### PIECE NAME:

- Piano(s):  
  - [ ] N/A
  - [ ] Steinway
  - [ ] Fazioli
  - [ ] Both

- Page-turner chair?  
  - [ ] Yes
  - [ ] No

- Lid Position:  
  - [ ] Full stick
  - [ ] Half stick
  - [ ] ¼ stick (Fazioli only)
  - [ ] Closed

- Lights:  
  - [ ] Concert; no house
  - [ ] Concert; ½ house
  - [ ] Recital
  - [ ] Other (discuss with hall manager)

- Notes:

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### DRAW THE STAGE SETUP IN THE SPACE BELOW. BE AS CLEAR & COMPLETE AS POSSIBLE.

<table>
<thead>
<tr>
<th>Chairs = O</th>
<th>Stands = X</th>
<th>Other = please label below</th>
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ADDITIONAL NOTES CAN BE MADE ON THE BACK OF THIS FORM

JANUARY 2017