TTU School of Music

REQUEST FOR HEMMLE CREW

Return this form to music.schedule@ttu.edu

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

Event Name:	Event Date:	Event Start Time:
Contact Person:	Phone:	E-mail:

CURTAINS: ☐ ALL UP ☐ ALL DOWN ☐ ½ DOWN ☐ ¼ DOWN

☐ 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:	

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

Chairs = O	Stands = X	Other = please label below