



# Harpichord Request Form

- This form must be submitted at least 7 days before use during the semester.
- Soloists must apply on behalf of their accompanist.
- Please use a separate form for each rehearsal and performance.
- See requirements below for examination recital use.

**Late forms may not be approved.**

## Semester Examination Recitals

- A completed Harpichord Request Form must be submitted with your Program Approval Form to the Space & Timetabling Coordinator.
- Please fill in a separate form for each rehearsal and performance.
- Both forms must be received by Week 9 of the semester so that tuning times can be included in the examination schedule.

### Please tick the appropriate boxes:

- Von Nagel Double Manual (415 & 440 cps). *Note: only the Von Nagel is to be used for accompaniment.*
- Marsh Double Manual (Green) (415 & 440 cps)
- Zukermann Double Manual (415 cps). *Harpichord majors only.*
- Fortepiano (430 cps)

The instrument will be used in ..... at .....  
(venue) (time)

for ..... hours on ....., and played by .....  
(duration) (date)

for  Concert Practice     Chamber Music     Graduate Seminar     Exam

Concert     Rehearsal     Other: .....

Tuning is required at:     415 cps    or     430 cps    or     440 cps

Registers required (*harpichord majors only*):     8ft     8ft     4ft

Name: ..... Date: .....

Course: ..... Year: ..... Instrument: .....

**Please return this completed form to Joanna Tondys via the Faculty Support Office, Room 2151, Box 19, except for Examination Recitals (see above).**