



WVU Sound Productions Recording Payment Form

OFFICE USE ONLY

Amount Paid: _____

Cash

Check # : _____

Today's Date: _____

Checklist before proceeding:

- Have you booked your recital location/date/time?**
 - If not, click [HERE](#).
- Have you submitted the request for recording/livestreaming your recital?**
 - If not, click [HERE](#). *This needs to be done BEFORE submitting this form.*

Performers Name: _____

Date of Recording: _____ Time of Recital: _____

Location: _____ Projected length of Recital: _____

Best Contact Phone Number: _____

E-mail address: _____

Service	✓	Cost (Cash/Check ONLY)
Recital/Concert Recording: 1 copy of tracked CD with basic editing		\$50.00
Livestreaming of Recital and downloadable link		\$50.00
Downloadable link of Recital/Concert Recording		\$35.00
Additional fee for student recitals held in Clay, Falbo, and Davis		\$12.00
30% Late Fee (if applies)		\$12.00
Recording Session: 1 edited CD		\$60.00 per hour
Additional CDs are available when purchased with package		\$5.00 per CD
ADDITIONAL SERVICES		
Mixing, mastering, and editing		\$25.00 per hour
Transfer to CD		\$20.00 per hour
Equipment rental (Zoom H4N personal recorder, etc...) This requires a separate rental agreement be completed.		\$35.00 per day \$50.00 per weekend

ACKNOWLEDGMENT

I agree to the above recording request. I understand that I am to contact the WVU Sound Productions at 304-293-4506 two days prior to my recording to confirm dates and times. CD's will be available at Room 2028 approximately five business days after a recital. WVU Recording Services is not responsible for CD's not picked up within 2 weeks of recital date.

Performer's Signature & Date