

GSM Production Outline

Your event must be on the master calendar before you submit this form. Submit electronically to musicprograms@okstate.edu

This form is due on the 15th of the month prior to the performance date. If the form is not submitted by the deadline, the event will be canceled.

Name of Artist/Ensemble:

Event Date:

Event Time:

Event Type:

Venue:

Primary Contact:

Phone:

Email:

Instrument:

Major:

Jr Sr Grad Other

Professor:

Prof Email:

Detailed Repertoire & Run Time (*include intermission if applicable*):

Composer	Title & Movement	Duration

Would you like the event livestreamed?

No Yes

Will there be an intermission?

No Yes, after which piece:

Production needs:

Piano Microphone r Projector Other

Additional production needs (please be specific) If you have a complicated set up or need more space, please send information in a detailed document to the address at the top of the page.

Will you be using electronics? Describe needs

No Yes

Have you been assigned a dress rehearsal date and time?

No Yes

Additional Repertoire:

Composer	Title & Movement	Duration

Please indicate all collaborative musicians that will be playing on the recital along with the pieces they will be playing.