

(For office use) deposit
Balance

The York String Quartet
9 Barrowby Avenue
Austhorpe
Leeds
LS15 8QD



Web:
www.yorkstringquartet.co.uk
E-mail:
music@yorkstringquartet.co.uk
Telephone:
07948 740 630 or 07941 319 230

Quartet Hire Agreement

(Please complete ALL sections)

between:

Hirer's Name:			
Address:			
	Postcode:		
Telephone:		Mobile:	
e-mail address:			

and the York String Quartet

Event details

Day and date of event:			
Nature of event:			
Venue:		Postcode:	
Directions to venue:			
Overall length of engagement:			
Playing start time:		Ending time:	

Fee agreed: Deposit (20%):

This section for Weddings and Civil Partnerships only

Couple's names:	<input type="text"/>	and:	<input type="text"/>
	Event running order times:		
Ceremony:	<input type="text"/>	Drinks reception:	<input type="text"/>
Wedding breakfast:	<input type="text"/>	Speeches:	<input type="text"/>
Line-up: <input type="text"/>			
Special requirements, including musical requests for entrance, signing of the register, recession:			
<input type="text"/>			

Once you have completed the booking form, and read the terms and conditions on the reverse, please sign it, and return it with your deposit made payable to "The York String Quartet", to:

The York String Quartet, 9 Barrowby Avenue, Austhorpe, Leeds LS15 8QD

Please write the hirer's name and the date of the event on the reverse of the cheque.

To help us promote the quartet effectively, please indicate how you heard of us:

Weddings only: if your photographer has any images of us, with or without the bride and groom, which you would be happy for us to use on our website, we would be pleased to know.

General Terms and Conditions of Hire

Set out below are our terms and conditions of hire. These are largely dictated by experience and are designed to help make your important event go as smoothly as possible.

Event Timings

Start and end times are crucial, as the quartet sometimes plays other engagements during a day. Please ensure that your timings are as accurate as possible, as changes may not be possible later on. The length of the booking is from when we play our first note to when we play our last, even if we move venues in the middle. We do not charge for setting-up time.

Venue

Please let us know if parking is available, and if there are likely to be any problems with loading and unloading equipment

Musical Arrangements

A copy of our musical repertoire can be emailed to you on request. It is fairly extensive, and thus we can usually satisfy most musical tastes. If you have specific requests which are not already in our repertoire, please make sure we are informed at least a month before the event.

If a piece of music is not commercially available, you can pay to have an arrangement written for you.

Special Contact Details

In order to iron out details that are specific to the quartet, it is useful to have the names and contact details for the principal organisers. Please, if you have them, add these below.

Wedding organiser:

Catering manager:

Other (e.g. sound engineer for large corporate events):

Getting The Most From Your Performers

Setting Up

The minimum set up time is ten minutes; quartet members will usually arrive between twenty and forty minutes before playing commences.

Performance Area

In order to perform at their most effective, a quartet must sit in a semicircle, so that the first violin and the 'cello can hear and face each other. As a guide, the playing area needs to be about eleven feet wide and eight feet in depth.

Chairs

Please ensure that four flat, armless chairs are available (these need to be provided in each location, if you require the quartet to play in different places during the engagement).

Environment

Please note that we cannot play in very cold temperatures, very windy conditions, or hot sunshine where there is no shade.

Breaks and Refreshments

Continuous instrument playing requires great concentration. Please would you arrange for a jug of iced water to be made available to the players. We will happily play engagements of up to one and a half hours without stopping but, for longer engagements, we will take a short break at an appropriate moment, during which we would be ask if you could provide light vegetarian refreshments. For engagements of three hours or more, particularly those which span a conventional meal-time, please would you provide soft drinks and some sandwiches or other more substantial refreshments. We suggest that they are prepared in advance to be available whenever we feel it is a suitable moment to take our break.

Paying For Your Quartet

All arrangements, including the date, time and fee for the engagement will be agreed, in writing. A non-refundable deposit (of 20%) is required, at the time of booking, in order to secure the quartet services on that date. The outstanding balance must be paid before the event, either by cheque (five working days prior) made payable to "The York String Quartet", or in cash (on arrival at the venue). Please write the hirer's name and the date of the event of the reverse of the cheque. For BACS payments the details are: The York String Quartet HSBC Sort Code:40-47-31 Account number: 14011902

I have read and accept the terms and conditions of hire:

Signed:

Name (print):

Date:

We strongly suggest that it can be helpful to pass a copy of the terms and conditions to your wedding organiser and venue.