

# EmmRecs Media



## BOOKING FORM CD RECORDING

**Please complete all the relevant sections of this form as fully as possible.**

NAME.....

ADDRESS.....

.....

.....

.....

.....

DAYTIME TELEPHONE NO.....EVENING TELEPHONE NO.....

NAME OF GROUP/ARTIST.....NUMBER OF GROUP MEMBERS.....

INSTRUMENTS PLAYED (IF APPLICABLE).....

.....

**Services Required** (Please tick or delete as appropriate)

**RECORDING MADE AT OUR FACILITY:** Yes/No

Number of CDs: .....



**LOCATION RECORDING** (please give exact address of premises to be used. We will assume you have permission to use these premises).

.....  
.....  
.....  
.....

**Either** Quantity of CDs required..... **Or** Master CD only: Yes/No

Please read carefully the following sections, deleting as appropriate and sign the form at the end. Your signature confirms your acceptance of all our booking conditions.

I/we enclose a non-returnable booking deposit of £50 for the facilities we have requested. **Please make cheques payable to Emmanuel Recordings.**

I/we hereby agree to settle all invoices payable to **EmmRecs Media** on completion of the contracted work and within the stated credit period of 14 days. I/we understand that any overdue invoice will attract a credit charge of 2.5% per month or part thereof.

I/we agree to settle immediately any invoice raised to cover costs of repair or renewal of equipment damaged whilst in use by me/us.

Signed:.....

Date:.....

*When completed, please return this form to our office.*

***Once this booking form and deposit have been received at our office it will be acknowledged in writing as soon as possible.***

***Once written acceptance by us has been given a contract will exist and any work carried out by us in connection with this booking will incur charges at our normal studio rate in the event of cancellation or default by you for any reason.***

When complete, please send this form with your booking deposit to:

**EmmRecs Media**  
**6 Larch Close**  
**Ruskington**  
**Sleaford**  
**Lincs.**  
**NG34 9GB**

*e: sales@emmrecsmedia.co.uk*