

# RECITAL REQUEST FORM

University of Illinois School of Music Events Office

[recitals@music.uiuc.edu](mailto:recitals@music.uiuc.edu)

Person requesting recital

Phone or email

Recital Date

Recital Time

Instrument or Voice

Suggested Title of Recital

Type of Recital (check one):

- Faculty
- Junior
- Senior
- Masters
- Doctoral \_\_\_\_\_  
(indicate 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, qualifying project)

- Optional
- Guest
- Studio
- Other \_\_\_\_\_

Location of Recital (check one):

- Smith Recital Hall
- Smith Memorial Room
- Music Building Auditorium
- Other (specify location): \_\_\_\_\_

Specific equipment requests (harpsichord, risers, etc)

Harpsichord A=415 \_\_\_\_\_

Harpsichord A=440 \_\_\_\_\_

REQUIRED SIGNATURES GIVING APPROVAL FOR RECITAL (*read carefully*):

Applied Instructor \_\_\_\_\_ Date \_\_\_\_\_  
(required for all student recitals)

Thesis Advisor \_\_\_\_\_ Date \_\_\_\_\_  
(required for DMA project recitals)

Division Chairperson \_\_\_\_\_ Date \_\_\_\_\_  
(required for all DMA recitals)

Date when prelims were passed Date \_\_\_\_\_  
*and* signature from Graduate Music Office  
(required for DMA project recitals)

Graduate Music Office \_\_\_\_\_ Date \_\_\_\_\_  
(required for all DMA recitals)

Assist. Dir., Paul Redman, 3038 MB \_\_\_\_\_ Date \_\_\_\_\_  
(required for all recitals)  
*Assistant Dir. Redman will keep completed form*

**This form must be completed within 5 business days of your request for a recital.**

For Office Use Only

Music Events Office

Date Received