



QEPCCC

Recording Studio Request Form

Name/Organization		
Address	City	Postal Code
Home Phone	Cell Phone	Email

Day of Week	Date	End	Start Time & End Time

Number of Songs to be recorded: _____	Youth <input type="checkbox"/>	Number of Participants: _____
Style of Music: _____	Adult <input type="checkbox"/>	Band/Collective <input type="checkbox"/>
Mixing Required Yes <input type="checkbox"/> No <input type="checkbox"/>		Individual (Minimum 2 hours) <input type="checkbox"/>
List instruments to be recorded (You are required to bring your own instruments):		
Special Requests:		
Commercial: <input type="checkbox"/> Yes <input type="checkbox"/> No The Town reserves the right to request proof of not for profit status		
All persons booking a Town of Oakville Facility must provide proof of liability insurance or for a nominal fee, use one our providers. Pricing will be detailed on the tentative permit based on type of event and number of attendees.		
<input type="checkbox"/> Liability Insurance Provided		OR
		<input type="checkbox"/> Added to the Permit (fee applies)
Artists/ Performers must be prepared, songs ready for recording, instruments tuned and lyrics printed		
Email this form directly to gepbookafacility@oakville.ca or fax: 905-815-5976		

Personal information on this form is collected under the authority of the Municipal Act for the purpose of issuing Permits and receiving payments. Questions about the collection should be directed to Facility Booking, Town of Oakville, 1225 Trafalgar Road, Oakville Ontario L6H 0H3, 905-815-5989 or bookafacility@oakville.ca

Credit Card Payment:	Amex <input type="checkbox"/>	Visa <input type="checkbox"/>	MasterCard <input type="checkbox"/>	Signature:	
Card #		Exp.	mm/yy	Security Code:	

For your protection this information will be destroyed after processing.

