**Historical Keyboard Usage Form**

**This form should be completed at the same time you schedule your degree recital or, if for a different performance, at least a month before the performance. This form must be signed and approved by both your lessons teacher and Dr. Lindsay Johnson.**

Our department is fortunate to have in its possession a portative chamber organ, double manual harpsichord, single manual harpsichord, and fortepiano. Usage of the instruments requires a strict attention to care; therefore you as the student agree to the following:

· You (if you plan to play one of these instruments) or your keyboardist must currently be or have been previously enrolled in harpsichord/organ lessons (MUSC 190) and/or Collegium (MUSC 307.07).

· If you are collaborating with a keyboardist not enrolled or from outside of the university, they must be approved by Dr. Lindsay Johnson (or Prof. Paula Maust for the Fall 2018 semester).

· Before your performance with one of the instruments, you must block out in your performance planning 1.5 hours of rehearsal in the space to account for acclimation time for the instrument, a rehearsal, and a touch up tuning before the house opens for the event.

· You will contact Willie Santiago (williers@umbc.edu) to coordinate logistics of scheduling rehearsal and times to move the instrument at least one month in advance. The department will provide people to assist with the move.

· **Under no circumstance will you move any of the instruments without Dr. Lindsay Johnson, Professor Paula Maust, or Willie Santiago supervising you.**

Please provide the following information:

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Performance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Concert Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Keyboardist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Keyboard being used:**

\_\_\_Portative Organ \_\_\_Double Manual Harpsichord \_\_\_Single Manual Harpsichord \_\_\_Fortepiano

(Note: The default harpsichord is the double manual; the single manual can be made available under certain circumstances; speak with Dr. Johnson in advance if you need to use the single manual.)

**Pitch level:** \_\_\_415 \_\_\_440

**Temperament, if not equal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**If using the portative organ, indicate the settings and stops being used (e.g. 2 foot pipe, 4 foot pipe, 8 foot pipe, etc.)**

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**Repertoire being performed on the keyboard:**

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As part of the performance agreement, the department will cover the cost of one tuning for one rehearsal on one keyboard. If more than one keyboard is being used, you will charged for the tuning(s) at cost. For the performance, you will be charged FEE HERE and for additional rehearsals you will be charged FEE HERE.

**Signatures**

**Student:**

**X**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Lessons Teacher:**

**X**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dr. Lindsay Johnson:**

**X**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_