

## Policies for the Use of the University of Memphis Pianists

A **contractual agreement** must be signed by both parties entering into this agreement, and a copy submitted to Room 119D on completion. **Please print and sign this document as a contract.**

Only performance pertaining to an official school-affiliated performance can be covered in the agreed payment structure. Any additional duties, e.g. external concerts, recording, Graduate School auditions, must be compensated or negotiated separately.

If a student reschedules their recital, they must first consult their pianist if they plan to continue to work together.

### Student Responsibilities:

- **Provide their pianist with all musical scores in a timely fashion, in most cases, 2 weeks before the first rehearsal.**
- Inform their pianist of any performances (studio classes, rescheduled lessons, etc.) in a timely fashion.
- It is the student's responsibility to ensure that a rehearsal location is secured for each rehearsal.
- To be respectful and professional to the pianist.
- To pay the pianist for their services on time and in full, according to the agreed payment structure.

### Pianist Commitments:

- To prepare the music by the first rehearsal (if music was received in a timely fashion).
- To attend rehearsals and lessons as arranged.
- To accommodate reasonable scheduling requests or changes.
- To be respectful and professional to the Faculty and Students.
- To report any non-payment from their collaborative partner to the Piano Faculty immediately.

**By signing this contract, you are agreeing to the terms and payment structure in this document, as outlined above. Please submit a signed copy to Room 119.**

This agreement is made between:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)