

Studio Time Request Form

For the Fall 2022 Semester, recording studio time is available on Fridays from 1 p.m. to 5 p.m. If your schedule does not align with this time, you may request a different day and time with the engineering staff. All sessions must be booked at least one week in advance. In cases of walk-ins, pending the availability of an engineer, they will be accommodated on a first-come, first-serve basis. Upon submitting your request, you will be contacted to confirm your session and discuss the details of your project.

Contact Information:

Name:

Email:

Phone:

Date and Time Requested:

Purpose of your recording:

For example, audition recording*, song demo, just for fun, etc.

***Important:** Please make any submission guidelines and/or technical requirements available to our engineering staff for audition recordings. Furnishing this information is imperative to ensure that your audition recording is accepted.

Previous Work:

Do you have any existing recordings (studio or live) of your work? Please share a few links! Formal or informal, these will give us an idea of your musical style. If you do not have any examples, then put "N/A."

Influential Commercial Recording(s):

What commercial recording best represents your desired production qualities in the finished project? What do you like about this recording?

Instrumentation:

List all instruments to be recorded, with as many details as possible. Please include any computer elements, amplifiers, electronics, and/or outboard effects.

Additional Notes:

These additional notes will help us best prepare for your session. Suppose this is your first studio session. If you have any thoughts or ideas, please let us know. For example, you may need to consider whether this will be single or multiple sessions.

Do you have any recording preferences, e.g., if recording acoustic guitar and vocals, do you prefer to record the tracks together (as you would in a live setting) or separately?

Thank you for the information. We will be in touch!