



McIntire Department of Music

P.O. Box 400176, University of Virginia, Charlottesville, VA 22904-4176

Application for Use of Old Cabell Hall

Return to Tina Knight in the Music Department Office

Date: _____

Name of Organization: _____

Organization President (primary contact):

Name: _____

Email address: _____

Telephone Number: _____

Secondary Contact:

Name: _____

Position: _____

Email address: _____

Telephone number: _____

By signing this contract, I acknowledge that I have read the attached terms, and I agree on my honor that _____, the student musical organization I represent (“the Organization”), will comply with these terms for use of the building and other Music Department resources. As leader of the Organization, I also take responsibility for ensuring that the Organization’s individual members comply with the attached terms while using Music Department facilities for Organization related activities (e.g., rehearsal). I understand that failure of the Organization or of its individual members to comply with any of the rules will result first in a warning; a second offense may result in revocation of affiliated status (and all associated privileges) for the remainder of the school year. For a particularly egregious departure from the rules, no first warning will be given. Such situations will be dealt with on a case-by-case basis by the Chair’s Assistant in consultation the Director of Music Performance and the Department Chair.

Signature _____ Date: _____
(Organization President)

Signature _____ Date: _____
(Secondary Contact)

Required Attachments

- Mission Statement declaring the purpose of the Organization and explaining how the Organization's musical contributions enhance the UVa community
- Copies of programs from the previous year's concerts
- List of music choices for the year
- List of the Organization's current officers (with contact information) and a list of the Organization's current members
- A statement of the audition procedures and timeline, as well as the Organization's typical size

for office use

CIO status verified _____

Date received _____