

The State University of New York at Buffalo  
Department of Music

**RECORDING COPY REQUEST FORM**

Copies of student, faculty, and ensemble recitals are available for purchase. The availability of these recordings is dependent on recital participants and/or ensemble directors providing authorization for the release of their recordings. Recordings must be authorized for release in order to be purchased. Please contact the Director of Music Technology to verify the availability of recordings. Due to contractual limitations, visiting artist recitals are not available for purchase. The form must be submitted to the Slee Recording Studio mailbox in the Department of Music General Office (220 Baird Hall, Buffalo, NY 14260).

There is a ten-dollar (\$10.00) duplication fee per copy per recital. Payment in full should be made in the form of cash or check or money order made payable to "SUNY at Buffalo" and must accompany the Recording Copy Request Form.

The Slee Recording Studio will provide CD media for all recordings.  
Please allow 1-2 weeks for the processing of your recital CD(s).

**>> REQUIRED RELEASE STATEMENT <<**

The individual who submits this form must sign the following statement.

"I agree that this recording will not be used for profit or release to any commercial or non-profit recording studio, or radio station, and will not be used in any unauthorized broadcast or presentation."

SIGNED: \_\_\_\_\_

NAME: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PERFORMER/ENSEMBLE: \_\_\_\_\_

CONCERT DATE: \_\_\_\_\_ NUMBER OF COPIES: \_\_\_\_\_

PERFORMER/ENSEMBLE: \_\_\_\_\_

CONCERT DATE: \_\_\_\_\_ NUMBER OF COPIES: \_\_\_\_\_

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