

INFORMATION FOR USING HARVEST CHURCH FOR RECITALS

How to book a recital

- Bookings are done by semester.
Fall: September through December
Spring/Summer: January through August
- To book your recital call or email Kate Smailer
303-530-4760
ktsmailer@gmail.com
- Kate will place information in the BAMTA newsletter (BAMTA Beat) when she is ready to receive booking requests. This is usually late August/early September and mid-January.

Fees

- The fee is \$60 for a 3-hour block of time. \$35 is payable through a check written to BAMTA. \$25 is payable to Harvest Church. Kate Smailer will inform you where to send the checks. If the checks are not received within one week of booking, Kate may open up the block of time to other teachers.
- A separate check for \$25 is required to Harvest Church as a damage/clean-up deposit. Kate will shred the deposit check if no complaints are received concerning the clean-up. If you wish this check to be returned to you, send Kate a self-addressed stamped envelope.

Key and Checklist

- You can pick up the church key from Kate the day of your recital, which will be on her porch in a box labeled BAMTA. After the recital you will return the key to the box. Kate lives very close to the church.
- Print the recital checklist off the BAMTA website. Please go over the checklist carefully and mail the checklist back to Kate.
- The church vacuum is usually in the closet by the water fountain in the main hall. However, it has been known to disappear so you might want to bring your own.

BAMTA logo

- Please include the BAMTA logo or words "Boulder Area Music Teacher's Association" on your program for insurance purposes. You may find the logo on the BAMTA website upon signing into your member page.