

CHAPTER DATE CLEARANCE FORM

The Chapter Date Clearance Form is to be completed by the chapter and mailed to the Regional Team Coordinator for date clearance. After recording the event date on the regional calendar of events, the Regional Team Coordinator will mail the Chapter Date Clearance Form back to the chapter for their file.

Do not send this form to International Headquarters.

To be completed buy the Chapter and mailed to the Regional Team Coordinator.

Chapter Name

Region

President/ Team Coordinator

Name of Annual Show

Address

Date of Event

City/State/Zip code

Chapter Web Site

To be completed by the RMT Team Coordinator and mailed back to chapter for filing.

The entry has been made on our regional calendar of events. Have fun with your planning. If I may be of assistance, please let me know.

Regional Team Coordinator

Date

When a United States chapter is planning a musical performance, the event must be covered by a performance license from ASCAP (American Society of Composers, Authors, and Publishers) and BMI (Broadcast Music, Inc.).

To obtain a license, please complete a Request for ASCAP/BMI license for each performance. Example: If two performances will be on the same day, two request forms would be necessary.

8/08