



## MTVA 2008 Rehearsal CD Order Form Instructions

To order your rehearsal CDs fill in the attached order form and submit using one of the options listed at the bottom of the form.

### SECTION A:

Enter the number of CDs you require for your students at in each field. Then add the totals for each choir below the box. Finally add all choir totals and enter the value in the grand total box.

Please Note: Each instructor will receive one additional CD for each part for which they order CDs for their students. These CD are for in classroom use – please do not duplicate. These instructor CDs are free of charge and do should not be factored into the grand total calculation.

### SECTION B:

Multiply the grand total in SECTION A by \$8.20/CD to obtain the total cost for the CDs. Then according to your grand total select the appropriate shipping cost. Finally add the cost for the CDs and the shipping cost to obtain your TOTAL COST. You will receive an invoice with your package of CDs with this total.

Please Note: Since many of you will be purchasing these CDs with a P.O. number please use the order form as your P.O. request and include the P.O. in the Notes field in SECTION C.

### SECTION C:

Please clearly fill in your name and contact information. Enter the shipping address to which you would like the CDs delivered. If you have any further notes (P.O. number, special shipping instructions ...) please enter them in the Notes field. Shipments will be made via Priority Mail through the USPS unless instructed otherwise.

**PLEASE SUBMIT USING ONE OF THE OPTIONS AT THE BOTTOM OF THE FORM.**

If you have any questions or concerns here is our contact information:

Mark Robertshaw (owner Part Recordings)

[Robertshaw@partrecordings.com](mailto:Robertshaw@partrecordings.com)

5049 B Davenport Creek Rd.

San Luis Obispo, CA 93401

(805) 596-0154

Fax: (805) 456-3928

# MTVA 2008 REHEARSAL CD ORDER FORM



## A

Enter the number of CDs required for each part of each choir then add totals

Please note: Each instructor will receive one extra free CD for each part for which they order CDs for their students

Freshmen Treble	Freshmen SATB	Women's Choir	Men's Choir	SATB Choir
Soprano <input type="text"/>	Soprano <input type="text"/>	Soprano 1 <input type="text"/>	Tenor 1 <input type="text"/>	Soprano <input type="text"/>
Alto <input type="text"/>	Alto <input type="text"/>	Soprano 2 <input type="text"/>	Tenor 2 <input type="text"/>	Alto <input type="text"/>
	Tenor <input type="text"/>	Alto 1 <input type="text"/>	Bass 1 <input type="text"/>	Tenor <input type="text"/>
	Bass <input type="text"/>	Alto 2 <input type="text"/>	Bass 2 <input type="text"/>	Bass <input type="text"/>
TOTAL: <input type="text"/>	TOTAL: <input type="text"/>	TOTAL: <input type="text"/>	TOTAL: <input type="text"/>	TOTAL: <input type="text"/>
GRAND TOTAL: <input type="text"/>				

## B

### Total Cost Calculation

Multiply Grand Total from A x \$8.20/CD =

#### Shipping Cost Breakdown

GRAND TOTAL less than 20 CDs - \$7.20

GRAND TOTAL 20-39 CDs - \$9.20

GRAND TOTAL 40-59 CDs - \$14.00

GRAND TOTAL 60-79 CDs - \$16.90

GRAND TOTAL over 79 CDs - \$21.80

TOTAL COST =

## C

### Contact information for shipping

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

School: \_\_\_\_\_

Address: \_\_\_\_\_

Notes: \_\_\_\_\_

### Submittal Options:

#### Mail To:

Part Recordings  
5049 B Davenport Creek Rd.  
San Luis Obispo, CA 93401

#### Fax To:

Part Recordings  
(805) 456-3928

#### Scan and Email To:

Robertshaw@partrecordings.com

Please direct any questions to: Mark Robertshaw - robertshaw@partrecordings.com  
Please use a copy of this form as a P.O. Request for your financial services department