

**Administration Office**

62 Thirsk Road  
Northallerton  
North Yorkshire  
DL6 1PL

Telephone 01609 780315

Facsimile 01609 780315

Email [admin@singliveuk.com](mailto:admin@singliveuk.com)

www: [singliveuk.com](http://singliveuk.com)

**Sing Live Singing Day - August 29<sup>th</sup> 2009 in Leeds**  
**The Armed Man – A Mass for Peace**

"The Armed Man - A Mass For Peace" is the result of a special millennial commission from the Royal Armouries, Leeds and the latest in a six century old tradition of "Armed Man" masses that take the fifteenth century French song "L'Homme Armé" as their starting point.

The music is regularly featured on 'Classic FM' and has been performed throughout the country to great acclaim. Sing Live now bring you the opportunity to spend a fun and exciting day learning the music from this fabulous and often moving Mass. The day will be led by Steven Roberts and accompanied by Richard Quarmby.

Anyone can attend, so make sure you tell all your family and friends. The cost per singer is £17.50 (including £2.29 VAT). Music is provided but please bring your own lunch and tea, we expect demand to be high so apply early!

Sing Live's Singing Day will be held on Saturday 29<sup>th</sup> August 2009 at St. Bartholomew's Church, Armley, Leeds, LS12 1SR.

Registration will commence at 9.30 am and the first session will begin at 10.00 am – following a tiring, but exciting day exploring the music of Karl Jenkins, you will give a free performance in the Church at 7.00 pm with donations being made to the Church.

Please contact Sing Live on 10609 780315 or by email to [admin@singliveuk.com](mailto:admin@singliveuk.com)

Looking forward to a fun singing day,

The Sing Live Team

# Code of Conduct and Company Standards

This code is designed to ensure that all company members get the maximum fun and enjoyment out of the rehearsals whilst ensuring that the concert is produced to the highest possible standard.

1. All evening rehearsals commence at 7.30pm prompt and finish at approximately 10.00pm. (This is at the discretion of the Vocal Coach). You must be in your place ready to commence promptly at 7.30pm.
2. You must sign the register at rehearsals. If it is necessary to visit another rehearsal (Pod hop) for any reason, the procedure detailed in the music pack (issued at the launch) must be followed.
3. Guests are not allowed to attend rehearsals.
4. If you miss 3 rehearsals, without following the procedure outlined in the rehearsal pack, the Company reserves the right to withhold your place in the concert or to cancel your registration without refund. (Extreme circumstances will obviously be taken into consideration e.g. illness, work commitments etc.)
5. Please Note: All rehearsals held in the week prior to the show must be attended. It is compulsory that you attend the technical rehearsal on the day of the show – all these rehearsals are vital to the success of the show and dates are always stated on the rehearsal schedule on signing up for the concert. If you do not attend the technical rehearsal, you cannot be in the show.
6. You must read and adhere to the Company Health and Safety Policy.
7. You must inform us, in writing to the administration office with your application, of any injury or condition, which may affect your performance and/or ability to perform on any part of the stage and any subsequent changes during the rehearsal period.
8. We cannot provide Personal Accident cover for anyone aged 80 years and over (at the time of signing the application form), please inform the office of any special requirements as indicated in 7. above.
9. Litter must not be left in any rehearsal or performance venue.
10. Where it is necessary to move chairs, they must be returned to their original position after the rehearsal.
11. All mobile phones must be switched off during rehearsals. They must NEVER be taken on stage for performance.
12. No smoking allowed in any rehearsal or performance venue.
13. Please bring your own refreshments to rehearsals, as it is not practical to cater for such a large number of people in the time available. Food to be consumed at the breaks only.
14. **The photocopying of music is strictly prohibited. (You will need to provide a folder for your music pack)**
15. The rehearsals will be run in an atmosphere of discipline and fun. The decision of the Vocal Coach must be respected.
16. **Dress Code** The Performance Attire must be worn in performance with black trousers (both ladies and gents), black shoes (**not sandals**) and black socks or tights. All jewellery, as far as possible, must be removed. Your company rehearsal polo shirt must be worn to the Dress Rehearsal and all Big Rehearsals involving all companies and on away trips. The decision of the Promoter is final.
17. It is not permitted to enter public areas or auditorium wearing the performance attire before or during any performance.
18. All singers must be in possession of a Sing Live Photo ID card which must be visibly on display during all concert days, but not on display during the concert performance.
19. Music Packs (issued at the launch) must be returned within 10 days of the last performance. **If Music Packs are not returned within the 10 days, another Music Pack Deposit will required before taking part in future concerts.**
20. All forms of advertising, promotions, recruitment or sales by any individual or organisation are strictly prohibited at company rehearsals and events, without the express permission of the Directors of the company.
21. The recording of **ANY** orchestra call, technical rehearsal, dress rehearsal or concert performance by audio or visual electronic devices of any kind is strictly prohibited. This includes the use of cameras and camera mobile phones!
22. All ideas for press or media releases relating to any concert or event organised by Sing Live Ltd, or relating to any individual performing in such an event must be approved, in writing, by the Press and Marketing dept. of Sing Live Ltd prior to any release to the media.
23. If, after a period of time, our vocal coaches find that vocal improvement can only be achieved by individual tuition, A singer may be asked to stand down from the concert for the benefit of the full company and a full refund will be given.
24. **RELEASE, INDEMNITY AND AUTHORIZATION TO PHOTOGRAPH, RECORD AND REPRODUCE** - In consideration of the acceptance of my participation in the Event described on the reverse of this application, I agree to the following:- I grant Sing Live UK Ltd the right and exclusive license to make, use and re-use, reproductions, photographs, and recordings of the likeness (audio and visual), voice and sounds of me at the Event, as well as my name and biographical information', **any feedback or singer story I may present for general publication by way of media, website, press or other related sources**, as Sing Live UK Ltd may desire, in all forms and media, whether now known or hereafter devised, throughout the universe, in perpetuity, without the need to obtain further authorisation or consent from myself and without compensation to myself or subject to any condition or limitation whatsoever (collectively, the "Reproduction Rights"). Sing Live UK Ltd shall not have any obligation to exercise or exploit any of the Reproduction Rights nor shall Sing Live UK Ltd have any obligation to accord me any credit in connection with any use of the Reproduction Rights. Each photograph, videotape, recording or other work created by or resulting from the making, use, re-use, exercise or exploitation of the Reproduction Rights shall be a work for hire and Sing Live UK Ltd shall be deemed the sole owner of any copyright and/or trademark rights therein (and all applications, registrations and renewals resulting there from). If, however, the work is deemed not to be a work made for hire by a court of competent jurisdiction, then this Release, Indemnity and Authorization To Photograph, Record and Reproduce ("Release") shall constitute an irrevocable assignment of the worldwide copyright in the work to Sing Live UK Ltd.



**Singing Day Application Form  
 "The Armed Man"  
 on Saturday 29<sup>th</sup> August 2009 at St. Bartholomew's Church, Leeds**

Please complete the whole form to confirm all details! Please write in **BLOCK CAPITALS**

Existing singers - Your Sing Live Unique ID number .....  
 (for new singers your ID number will be issued at the next stage of registration)

Title.....First Name.....Surname..... Male/Female

Address Line 1.....

Address Line 2.....

Town.....

County ..... Post Code .....

Home Tel..... Mobile Tel..... Work Tel .....

Fax..... E-mail.....

Date of Birth ..... /..... /..... Height.....

Occupation..... Employer.....

Please answer the following questions by **ticking (✓)** the relevant box:

<b>Age Range</b>	16-20	21-30	31-40	41-50	51-60	61-70	71-80	80+ (please see Declaration)
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<b>Voice Range</b>	First Soprano	First Alto	First Tenor	Baritone	Don't Know
	Second Soprano	Second Alto	Second Tenor	Bass	

**If you are new to Sing Live, please complete the following: -**

**How did you first hear about us**

Internet	Newspaper Ad	Roadshow	Word of Mouth	Radio/TV	Sing live Brochure	Sing Live Singer	Flyer
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(please be specific e.g. which newspaper, where was the flyer, which website, which singer introduced you stating their name below):

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**Have you had any previous singing experience? YES / NO**

If YES, please give brief details .....

**PLEASE TURN OVER TO COMPLETE THE FORM AND SIGN THE DECLARATION**

**PAYMENT METHOD**

I wish to pay by (delete as appropriate)

By Cheque: Yes/No (Make cheque payable to Sing Live Ltd)

By Debit Card: Yes/No (Please fill out enclosed form)

By Credit Card\*: Yes/No (Please fill out enclosed form) **\*NOTE a 1.5% handling charge applies**

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**DECLARATION**

I hereby agree to abide by the Code of Conduct and Standards, of which I have a copy, and agree to perform in the above named concert on the date(s) shown.

I enclose my Singing Day Fee of £17.50 (including £2.29 VAT). I understand that if, within 14 days of receipt of my notification letter I decide, for whatever reason, that I am unable to meet the commitments necessary to perform in the Concert, I will confirm this to the Promoters **in writing** at the address given on this form and my fee will be refunded in full - without question.

I accept that the Promoters have the right to cancel or amend the terms of the Concert, should this be necessary.

In the event of cancellation of the Concert due to lack of singers my performance fee will be refunded in full.

I am currently in good health and acknowledge that performing in the group, in respect of both rehearsals and concert, can be physically demanding. I agree to inform the administration office **IN WRITING** with this application of any injury or condition, which may affect my performance and / or my ability to perform on any part of the stage. **I understand that your insurance policy dictates that you can not cover anyone over the age of 80 for personal accident insurance and therefore I have to make my own arrangements if applicable.**

**I have read and agree to abide by the Code of Conduct and Company Standards**

Signed.....Date: .....

**Application check list.** - you need to send

Completed application form

Performance fee payment

EITHER Cheque for full payment (made payable to Sing Live Ltd)

OR Completed Credit / Debit Card Payment Form for full payment

Stamped addressed A5 size envelope (normal letter stamp)

**Please return to: Sing Live Singing Day, 62 Thirsk Rd, Northallerton, North Yorks, DL6 1PL**

OFFICIAL USE ONLY:

|                |                      |               |
|----------------|----------------------|---------------|
| Date Received: | Table No:            | Unique ID No: |
| Cheque No.     | Sort Code<br>Account | Amount:       |

