



## Studio Recording Contract

### BOOKING & CANCELLATION

Reservations should be made as far in advance as possible. Minimum recording time is 1 hour but can be scheduled in blocks of up to 6 hours. **There is a minimum booking time of 3 hours on weekends (Friday-Sunday). Cancellations with less than 48 hours notice shall result in payment due for all recording hours previously booked.** No further sessions shall be reserved, and no materials will be returned or released, until payment for cancellations is made in full.

### RATES

Studio rate is \$45.00 an hour and includes an in-house engineer. A qualified engineer may be substituted but the flat rate applies. Editing, mixing, and/or mastering is an additional \$45.00 an hour. Unless other arrangements have been made, all production activities will be done at the CMI Producer's discretion as it relates to the studio's available time slots. If the Client chooses to be present during post-tracking activities, time must be reserved at the rate of \$60.00 per hour.

**\*Any compensation for additional studio instrumentation performed by CMI employees must be agreed upon in writing before the session. These fees should be considered as "for hire" and are separate and in addition to the standard \$45/hr studio rate.**

\*A detailed Session Log will be made by the Studio to document all work done on the project.

*\*Communication is essential during the post-tracking production phase!* Please state clearly any restraints as to budget, delivery time, mixing preferences, or similar details. All projects are produced based on the experience and artistry of the Producer. To simplify this process, a rough mix will be created & presented to the Artist via email for their approval. Since production can be done to any possible level, *please decide beforehand what level fits your needs and/or budget!*

### SETUP & BREAKS

Setup time and breaks are billed at the hourly rate. Expect extended setup times if you are a full band. During tracking, the engineer will break briefly as needed to prevent ear fatigue, and will take one 30-minute meal break every 5 hours. All of this time is on the clock.

\*Use of the house drum set is available and highly encouraged to maintain a consistent sound and minimize setup time. An equipment fee of no less than \$50 may be imposed if drumheads become excessively worn or damaged. Use of house cymbals should be discussed, as well.

### FACILITY RULES

\*The Studio is located in a residential area; noise should be kept to a reasonable minimum while outside the building.

\*There is no smoking inside the Studio (or on the grounds, if possible)

\*Please be considerate and not leave trash around the grounds or facility.

\*No illegal substances are allowed on the property. Any behavior deemed unprofessional or hazardous will result in immediate termination of this contract as well as the forfeit of any funds submitted.

\*You are liable for any and all damages caused by yourselves or guests. We are not responsible for your equipment or persons in any way. No drinks are to be consumed or kept near equipment.

### PAYMENTS

Payment in full is expected at the conclusion of each recording session. Accepted methods are Cash, Check, Debit/Credit, PayPal, Zelle, Venmo, or Cash App (Debit/Credit & PayPal are subject to a 3% processing fee). Checks should be payable to *Jeff Marzolla* and are subject to a \$35 bank fee in the event of insufficient funds. **No product will be released or returned until full payment is made.**

\*A production estimate will be given after tracking. 50% will be due before editing begins. Final 50% due when completed.

\*CD-Rs of the final mix are \$5.00 each if more than one is desired.

**\*All projects are the property of Cornerstone Music until full payment has been received. No materials will be released until such time.** Projects will be held on file for 3 months awaiting payment; after such time they will be erased.

### WAIVER

While reasonable efforts are made to make this a safe and positive experience, neither Cornerstone Music, the owner, his family, nor staff will be held responsible in case of accidents to people, physical items, or recorded media.

**"I ACCEPT THIS AGREEMENT AND WILL ADHERE TO ITS TERMS"**

Artist or Representative \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_ CMI Owner \_\_\_\_\_ Date \_\_\_\_\_  
(Parent, if under 18) email \_\_\_\_\_ Phone \_\_\_\_\_  
Mailing Address \_\_\_\_\_