

Due 45 days prior to performance

# Music USA Festivals

Responsibility Release and Transportation Information

Director \_\_\_\_\_ Name of School: \_\_\_\_\_

Festival Date: \_\_\_\_\_ Festival Location: \_\_\_\_\_ Today's Date: \_\_\_\_\_

## Responsibility Release

**This form must be printed and signed.**

I hereby release Music USA Festivals, Inc. and Music USA Inc., its staff and management from any liability and/or responsibility for damages made by members of my school group to, including, but not limited to, buses; hotels/motels/ various attraction facilities/ and restaurants. I understand that full responsibility for damages, if such damages are incurred, rest entirely with my group and its sponsors, and will be up to my group and its sponsors to settle any claims which may result from said damages directly with the claimant prior to departing for home.

Name (signed): \_\_\_\_\_ Witness (signed): \_\_\_\_\_  
Must be printed and signed. Must be printed and signed.

Name (printed): \_\_\_\_\_ Witness (printed): \_\_\_\_\_

Date(s) of Travel: \_\_\_\_\_ Festival Location: \_\_\_\_\_

Name of School: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip: \_\_\_\_\_

## Transportation/Bus Information

Bus Company: \_\_\_\_\_ Bus Company Emergency # : (    )

Number of Buses: \_\_\_\_\_ Number of Support Vehicles (i.e. equipment truck): \_\_\_\_\_

Estimated Departure Time from School: \_\_\_\_\_ Estimated Arrival Time: \_\_\_\_\_

If you are leaving late in the day does your driver need a room all day on the final day? (Yes or No) \_\_\_\_\_

If the trip is a "long day trip does your driver need a room? (Yes or No) \_\_\_\_\_

### Choose one of the following.

- Our driver(s) will not require accommodations
- Our driver(s) will pay the **Hotel Staff** for their accommodations upon check-in to the hotel
- We wish to pay for our driver(s) accommodations. Please include this on our invoice. (Please fill out the following.)

Total # of rooms needed: \_\_\_\_\_ Date(s) needed: \_\_\_\_\_

# of single rooms: \_\_\_\_\_ # of double rooms: \_\_\_\_\_ # of triple rooms: \_\_\_\_\_ # of quad rooms: \_\_\_\_\_

**Schools arriving in vans/cars please call your coordinator to make other arrangements.**

**Due Date: 45 days prior to performance. Please return via e-mail to your coordinator.**

**Signatures necessary.**

Email: musicgroups@musicusafestivals.org | Phone: 1-800-654-3018

**Coor.:** \_\_\_\_\_

**Date Rec'd:** \_\_\_\_\_