



Recording Proposal

Please complete this form and return to:

Divine Art Ltd (A&R), c/o 11 Millais Road, Enfield, Middlesex EN1 1EF, UK

Or send by email to :

admin@divineartrecords.com

PLEASE NOTE:

First, read the document 'Recording for Divine Art' which contains important information and project examples.

If we accept this proposal, an estimate of costs will be provided on receipt of this form duly completed. This will be subject to amendment depending on exact project specifications.

This form will provide most of the information we need in order to assess whether your proposed recording is suitable for our catalogue, and to provide you with a detailed offer. You can complete this onscreen, or print it, complete by hand and scan/mail it back to us.

Please complete as fully and accurately as possible. If information is unknown, state "N/K"

Section 1 should be completed in the name of the person or organization who will enter into the contract and own the rights in the recording.

All costs are subject to VAT if applicable.

If an outside agency is to be engaged to design and prepare artwork, this must be supplied to our factory specifications and subject to insertion of required text and images (barcode, company information and items required by law). A modest price allowance *may* be agreed in Agency projects, but is not guaranteed, as we still have to spend a great deal of time liaising with the designer and often the time spent is greater in these cases than when the design is undertaken in-house.

If you are registered as self employed musicians for tax purposes (certainly in the UK and maybe in other countries), then all of the costs associated with the production can be classed as a tax-deductable marketing expense as part of your "promotion of yourself as an artist". You should seek clarification from a suitably qualified accountant or tax advisor.

I. I have read the divine art brochure or am familiar with the types of contracts available.

I am submitting a recording project for:

(insert overall nature of recording for example "20th century music for piano trio" or "piano music by Shostakovich" If you have a specific album title in mind, you can add that here too)

1. Personal information

FULL name:

Address:

Country:

Postcode/ZIP:

Telephone:

Email:

Are you intending to produce your recording as:

Performing artist

☐

Composer/author

☐

Independent producer

☐

Organization (orchestra,
ensemble, etc.)

☐

Has the recording already been made ? Y/N

☐

Please confirm audio formats (ask your engineer for this information)

HD(24-bit) (always required)

sampling rate:

CD master DDP (always required)

Multichannel (for SACD)

☐

DSD/DXD

☐

ADM

☐

NB: apart from exceptional agreed cases, all recordings must be produced in 24-bit, 96k quality minimum. If this is not the case with completed recordings, advise us. DSD version is useful.

If you have not yet employed an engineer, please ensure that you will be able to obtain HD96K minimum quality audio.

If your engineer is not Apple certified we will make an ADM master.

Please give name, address and email of your engineer/producer:

2. Proposed program of works:

Please list the works for the recording as fully as possible. Any further information can be provided later. The works need not be in final playing order. If more space required, just add rows or additional sheets.

[illegible]

[illegible]

3. Performers:

If more space required just add a sheet.

* Insert PPL ID. This enables PPL to identify artists eligible for broadcast and public performance royalty in the UK and several other countries. It is not essential but is very useful especially as often two artists may share the same name and cannot otherwise be identified in the PPL system; royalties may be delayed or unpaid.. If an artist is applying for an ID, they can send us the code later. If an artist does not yet have an Apple or Spotify Artist Profile one will be created. This is an important tool in promoting the album.

Performer/ensemble name + Works on which they appear	PPL performer ID * Spotify artist profile Apple artist profile	Role/instrument

3. Recording locations / dates

Please confirm recording session venue address(es) and date(s). If not yet known, please ensure you let us have these details as soon as possible

4. Options and details

I am/we are applying for:

☐

“Agency” contract (full funding, retention of ownership)

☐

“Traditional” contract (smaller contribution, assignment of ownership)

Type of physical media: CD (stereo)

☐

SACD (multi-channel)

☐

DVD

☐

Blu-Ray

☐

Vinyl

☐

Quantity of discs required initially

Quantity of digital audio cards required initially
(note: minimum order 100)

Cards expire after two years

For traditional contracts only:

Standard royalty (15%)

☐

waive all royalty

☐

(£200 fee reduction)

Estimated number of CDs in set (nb maximum recommended
playing time for one CD is 79:55, up to 84:00 is acceptable)

Preferred packaging

standard jewel case

☐

Note: digipak and other non-standard packaging
could add 50% to printing cost.

Digipak (2-section)

☐

Digipak (3-section)

☐

Other (specify)

☐

Cover art: Will you supply an image for consideration? (Y/N)

☐

Program notes: will you provide notes for the booklet? (Y/N)

☐

Translations of notes required:

note: the “norm” is English only, or English/German/French,
but artists may prefer notes in their own language.

List languages here

(Cost: £120 / \$180 per thousand words per language)

or provide your own translations

If your recording has not yet been made:

Do you want us to recommend a recording engineer/producer? (Y/N)

☐

Do you want us to suggest recording venues? (Y/N)

☐

NOTE: (see brochure & specimen contract): Discs and audio cards may be sold by you direct at concerts, and via your own website but not to dealers, other websites or stores for which you will grant us exclusive rights.

4. Promotion and Press

Note: Our package will include:

preliminary press release (when contract signed and project confirmed)

announcement of release to press and radio in UK and USA and selected other areas

distribution of promotional and review copies

PR campaign on release to include social media/online promotion, seeking feature articles and selected print advertising

Please note that we will not accept projects if whole albums or works are available online – if you use YouTube, Soundcloud or similar sites, contact us for guidelines before uploading content.

Do you have an agent or manager through whom PR/press matters are arranged?

If so, please provide contact details (name, company, phone, email)

Are you willing, if offered, to give a press or radio interview? (Y/N)

If you have your own website, please give URL, also

Facebook and Twitter page links below, for yourself AND all principal artists/composers as far as possible:

The more contacts we can use the better the publicity opportunities

Note: we will provide a profile page for you on our website and will require a good promotional portrait and biography

web:

facebook:

twitter:

instagram:

tiktok:

other:

Advertising

Our standard packages may include an entry in our composite advertisements in Gramophone, BBC Music Magazine, Musical Opinion, Fanfare and MusicWeb usually placed within a month of release or alternatively an online ads and PR campaign. Examples can be seen in our brochure.

Do you wish us to place a dedicated advertisement for the CD in any publication, (like those listed above or others)? If so please list here. We will provide quotations and discuss whether we can share costs with other releases. Also dedicated small ads can be posted on MusicWeb and Fanfare Online for £150 / \$225.

Optional side column ad (Album cover and basic information)

Fanfare Online £50 / \$65 per month. No. of months:

Music Web International £100 /\$130 per month. No. of months:

Are there any specialist or local publications which might be interested in featuring your recording?
If so please list here, including both British and overseas publications. Please note our database already includes most mainstream music magazines and other relevant media.

Do you have a local record store which might be willing to set up a promotion for the album? Or is there a shop (other than a record store) which might stock your album because of local connections? For example this could be your local bookshop, village store/post office, or an outlet connected with the music/recording venue (cathedral/church shop, theatre/concert hall).

Please list here (performers) dates and locations of your concerts/recitals for the next 18/24 months (composers – list any concerts featuring your work you know of)

Continue on
separate sheet
if necessary

PROMOTIONAL VIDEO: A short promotional video is **ESSENTIAL** to add to our marketing and will be a requirement soon. Professional or self made, studio camera or iphone let's get the word out on social media, YouTube, music blogs, etc... the video need not be more than 3 minutes – or up to 15.....

It can be formal and 'arty'; or very informal and basic – here are two examples – each one (and anything in between) will work. **PLEASE** do not overlook this element of the album preparation.

Sample suggestions:

<https://www.youtube.com/watch?v=qR7JCuYuXfg> (informal)

<https://www.youtube.com/watch?v=o1G4GWp71Cw&t=64s> (arty)

And finally:

Thank you! Now please send this to one of the addresses on the front page, or email the completed form to stephen@divineartrecords.com.

If your recording has been made, please ask your engineer to send us an audition copy (preferably a DDP pre-master) by File Transfer.

We prefer to hear this at final edit stage or earlier, so that we can make comments if necessary. We need to arrange with the engineer to embed certain digital information prior to final mastering and can also contact them to arrange an audition copy.

By completing this form no legal obligation is created by you or Divine Art. This will enable us to make an offer based on the company's standard contract.

Divine Art Recordings Group is a trading name of Divineart Limited. Registered in England no 2003292.

Registered office: 176-178 Pontefract Road, Cudworth, Barnsley S72 8BE,