

PROJECT COVER SHEET

PROJECT TITLE

DATE

ARTIST/BAND/GROUP

EMAIL

WEBSITE

MOBILE CONTACT

PHONE/FAX

MANAGER/AGENT

PHONE/MOB

RECORD LABEL

PHONE/MOB

NOTES



ARTIST/BAND DETAIL SHEET

ARTIST/BAND/GROUP

BAND MEMBERS/INSTRUMENTS

FORMATIVE HISTORY

LIVE GIG CIRCUIT

RECORDING HISTORY

MUSIC/ARTISTIC INFLUENCES

SOUND/RECORDING INFLUENCES

SESSION TRACKS REQUIRED

TIME/DATE CONSTRAINTS

PROJECTED COMPLETION DATE

PROJECT TITLE

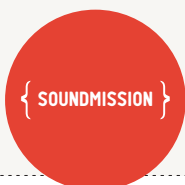
DATE

EMAIL

MOBILE

PHONE

FAX



INDIVIDUAL DETAIL SHEET

NAME

INSTRUMENT/S PLAYED

INSTRUMENT/S HISTORY

PERFORMANCE HISTORY

RECORDING HISTORY

INSTRUMENT NOTES

GEAR REQUIREMENTS

RECORDING PREFERENCES

PROJECT TITLE

DATE

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SONG DETAIL SHEET

SONG/TRACK TITLE

WRITTEN BY

LYRICS BY

COMPOSITION/STRUCTURE

CHORD PROGRESSION

KEY SIGNATURE

METER

TEMPO

PERFORMANCE NOTES (INSTRUMENTS, HEIRARCHY, STYLE & ARTISTIC ELEMENTS, ETC.)

SOUND REFERENCES

TECHNICAL NOTES (RECORDING ORDER, SCRATCH/GUIDE TRACKS, ETC.)

TECHNICAL REFERENCES

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SESSION LOG SHEET

SESSION# **DATE** **ARTIST/S** **INSTRUMENT/S** **STUDIO/DESK**

NOTES

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RECORDING TRACK SHEET

SESSION#	DATE	ARTIST/S	INSTRUMENT/S	STUDIO/DESK	
TRACK TITLE	WRITTEN BY		SECTION		
PRODUCER	ENGINEER		ASSISTANT		
RESOLUTION	BIT RATE		FILE FORMAT		
KEY SIGNATURE	METER		TEMPO		
TAKE /	SET UP (MIN/HRS)	PACK DOWN (MIN/HRS)	REC START TIME (AM/PM)	REC END TIME (AM/PM)	TOTAL (HRS/MIN)

	TRACK 01	TRACK 02	TRACK 03	TRACK 04	TRACK 05	TRACK 06	TRACK 07	TRACK 08
INSTRUMENT								
MICROPHONE								
POLAR								
PLACEMENT								
DISTANCE								
GAIN								
PAN								
COMPRESSION								
EQ								
INSERT								
PHASE								
NOTES								

	TRACK 09	TRACK 10	TRACK 11	TRACK 12	TRACK 13	TRACK 14	TRACK 15	TRACK 16
INSTRUMENT								
MICROPHONE								
POLAR								
PLACEMENT								
DISTANCE								
GAIN								
PAN								
COMPRESSION								
EQ								
INSERT								
PHASE								
NOTES								

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FLOOR PLAN SHEET

SESSION# DATE ARTIST/S INSTRUMENT/S STUDIO/DESK

TRACK TITLE WRITTEN BY SECTION

PRODUCER ENGINEER ASSISTANT

	M1	M2	M3	M4	M5	M6	M7	M8
MIC/EQUIPMENT								
PLACEMENT								
DISTANCE								
OTHER								

	A1	A2	A3	A4	A5	A6	A7	A8
MIC/INSTRUMENT								
PLACEMENT								
DISTANCE								
OTHER								

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FLOOR PLAN SHEET

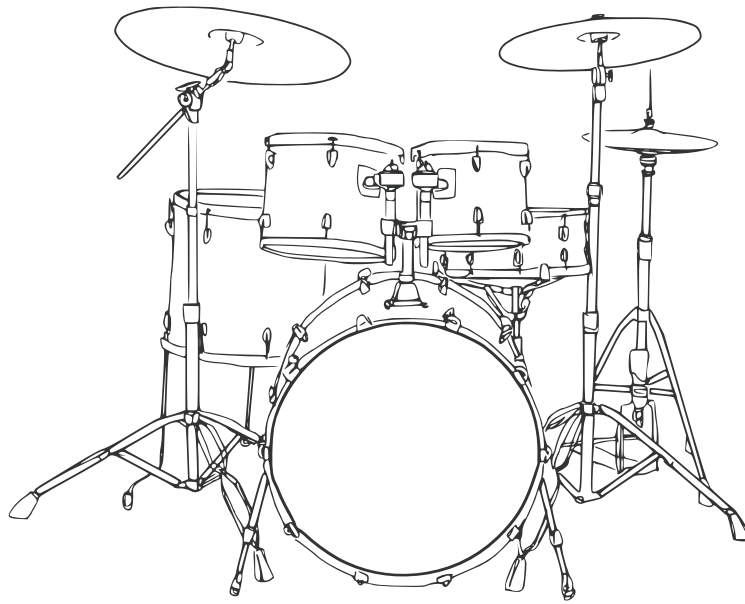
SESSION# DATE ARTIST/S INSTRUMENT/S STUDIO/DESK

TRACK TITLE WRITTEN BY SECTION

PRODUCER ENGINEER ASSISTANT

	M1	M2	M3	M4	M5	M6	M7	M8
MIC/EQUIPMENT								
PLACEMENT								
DISTANCE								
OTHER								

	A1	A2	A3	A4	A5	A6	A7	A8
MIC/INSTRUMENT								
PLACEMENT								
DISTANCE								
OTHER								



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