



Regal Brass



BOOKING PROCEDURE

Below is a general summary of the steps needed to hire *Regal Brass* to perform at an event.

Please remember that nothing is final until contracts are signed and exchanged.

1. Make initial contact with us by phone or e-mail to confirm we are available on the date of your event. If the date is available, we will quote a price based on the services requested.
2. Mail a deposit to us to reserve your date. Required deposits are 50% down, made payable to **Regal Brass**. Payments can be made either by personal check or money order. The remainder of the fee will be due the day of the event, just prior to the ceremony. Please mail to Regal Brass, 45 Wesley Court Newburgh, NY 12550.
3. Review the sound clips on the *Regal Brass* website to choose your music. Be sure to review your music selections with church officials (for weddings), your event coordinator, and organist (if necessary), to ensure the music you choose is acceptable to everyone involved. Please feel free to contact us by phone or [e-mail](#) with any questions you may have about musical selections.
4. Print and complete the contract on the *Regal Brass* website. The contract will specify the music you have selected and provide contact names and phone numbers. Mail completed contracts to Regal Brass, 45 Wesley Court Newburgh, NY 12550.
5. We sign and return a copy of the contract to you.
6. The remainder of our fee is due the day of the event, prior to the start of the ceremony.
7. Event takes place!

Regal Brass Contract

Our contract is available for download [here](#). Please read all terms and conditions before signing. If you have any questions or concerns, please [contact us](#).

[Click here to view and print our contract](#)