**Edinburgh Society of Musicians Limited**

***The Society is a Registered Charity [SCO03525] and organises Weekly Recitals from October June – with short breaks at Christmas and Easter.***

***In appropriate cases, the Society can contribute towards Performer Expenses and may be able to arrange accommodation – either with Society Members or in a nearby hotel with which the Society has an arrangement. As will be appreciated, however, there are budgetary constraints.***

***Performers wishing assistance with travel expenses and/or accommodation are required to submit the attached form as soon as possible but certainly no later than two months before the agreed concert date or along with submission of programme details – whichever is the earlier. Without this information, the Society is unable to make accommodation arrangements or process claims for expenses.***

***Please note that normally only performer expenses and accommodation can be provided - family and friends are expected to make their own arrangements. For the avoidance of doubt, multiple rooms are available only for members of Duos and Ensembles. Normally, accommodation is for one night only but in special cases, and by agreement, this can be extended where travel arrangements make an additional night or nights essential\*.***

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| --- | --- | --- | --- | --- | --- |
| Name | Date of Concert | No. and type of rooms required | Estimated Travel Costs | Dietary or other Requirements  | \*Justification for and specification of any additional nights |
|  |  |  |  |  |  |

*Please also note that the Society does not pay fees and requires that all expenses be vouched - Performers are referred to the “Performers” page on our website for further details in that regard.*

*Performers can of course make their own arrangements – in which event it may be possible to agree a total contribution which the performers can apply towards their costs.*

***Please return your completed form to our Accommodation Officer:*** ***sarahba@lineone.net***

***If we do not receive an accommodation request, no accommodation will be arranged.***