

ORGAN HISTORICAL TRUST OF AUSTRALIA
ACN 005 443 372

PO Box 200 Camberwell Victoria 3124

CHRISTOPHER DEARNLEY AWARD

TERMS OF THE AWARD AND THE AGREEMENT

Section 1: TERMS OF THE AWARD

1. The applicant (being either an individual, or not-for-profit entity, such as a church or community organisation) will make a submission to the Council, outlining the proposal in terms of the award criteria (as published from time to time in *OHTA News*, and available on the website, www.ohta.org.au), together with a full costing for the project, including a firm quotation from a recognised professional recording company/engineer.
2. If a church or community organisation is the applicant, an official letter from the secretary or delegated officer is required, indicating that the project has been approved.
3. It is the responsibility of the applicant to obtain permission for the use of buildings and to obtain legal clearances (such as copyright permission).
4. A timeline is also to be included with the proposal.
5. The Council, or directors delegated by the Council, will consider the application and arrive at a decision, based on both its merits and available funds. The Council's decision will be final.
6. Successful applicants will be required to accept the terms a.- d., below, in order for the funds to be released:
 - a. The funds will not be released until the recording has been produced and is ready for distribution, with an advance copy made available to the Council. The funds may be withheld by the Council, or its delegated directors, if the quality of the recording does not meet a standard appropriate to the nature of the project.
 - b. Sleeve notes accompanying the recording are to be provided, to include a photograph and biographical note about Christopher Dearnley, to be approved in advance by the Council, or its delegated directors.

- c. The OHTA logo and a note on the Trust are to be provided with the sleeve notes accompanying the recording, as approved in advance by the Council, or its delegated directors.
- d. A complimentary copy is to be provided to the Dearnley family, with a further copy made available to OHTA for the purposes of review in *OHTA News*.

Section 2: THE AGREEMENT

The award will be formalised by the following agreement:

I, (being the applicant) of

(applicant's address),
/.....(applicant's phone/email),

having submitted a proposal for the Christopher Dearnley Award which has been accepted by the Council of the Organ Historical Trust of Australia, hereby accept the terms of the award, set out above, in order for the amount of \$..... to be released when the recording has been produced and is ready for distribution.

Signed

Applicant's Name (print)*.....

** If the applicant is a church or community organisation, a letter of authority (see Section 1, Paragraph 2) is to be attached.*

Date.....

Signed for the Organ Historical Trust of Australia:

.....

Director's Name.....

Date.....