



Date of Request: _____ Date of Event: _____

Dedication Statement (to appear at top of title page):



Contact Information:

Name: _____

Address: _____

Phone: _____

E-mail: _____

Church General Information:

Name: _____

Address _____

Phone: _____

Website: _____



I have: (please check)

- Read this contract thoroughly
- Completed it in full
- Enclosed booking fee of \$250.00, and
- Hereby consent to the content of this contract

I am commissioning the creation of: (please check)

- A choral anthem
- A choral anthem with added instrumentation
(additional costs apply)

Signature of Contact Person

Donna Butler Douglas



Donna Butler Douglas
composer

Thank you for the honor of writing an anthem for your special occasion. This will be a unique expression for your church or organization, and it is a privilege to be a part of it.

— Donna Butler Douglas

A - Financial Agreement

- A non-refundable booking fee of \$250.00 is due with the submission of the commission contract.
- A commission base price of \$1,750.00 is due upon receipt of the completed anthem.
- Additional charges apply to works longer than 3-5 minutes in length and/or works which employ an instrumental obbligato, such as flute or trumpet. More extensive instrumentation (full orchestration, brass quartet, etc.) is not covered under this contract. Donna Butler Douglas lists qualified orchestrators in this contract who may be contacted for this purpose.

| | | |
|---|----------|-------------------|
| Booking Fee | = | \$250.00 |
| (non-refundable and submitted with this form) | | |
| Commission Fee | = | \$1,750.00 |
| (due upon receipt of completed anthem) | | |
| Total Fees | = | \$2,000.00 |
| (total excludes instrumental obbligato fees) | | |

Please make checks payable to:
Donna Butler Douglas
3310 NW 67th Street
Kansas City, MO 64151

Social Security Number is available upon request.

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B - Compositional Considerations

Voicing:

- SATB
- SAB
- SSA
- TTBB
- 2-PART
- OTHER

Which parts can be divided?

- NONE
- SOPRANO
- ALTO
- TENOR
- BASS



Accompaniment:

Anthems are typically scored for piano accompaniment. An instrumental obbligato or handbell score may be added to the commission at an additional fee. More extensive instrumentation does not apply under this contract. Donna Butler Douglas can recommend several fine orchestrators.

Publication:

Commissioned anthems may or may not be published. This depends on any given publishing market and specific parameters of the composition. In 2015 Donna Butler Douglas launched **donnabuttermusic.com**, a website and self-publication vehicle, which will offer manuscript downloads by the composer. The publishing vehicle for any given piece will be at the discretion of Donna Butler Douglas. If a traditional music publisher is used, be advised that the publishing process is very slow at times, and a church may wait several years before a publishing house releases an anthem for national distribution. Remember, the church does not own the copyright. The right to copy for the commissioning church or school's own use only is granted by the publisher. All royalties from the publication go to the writers and publisher (copyright holder) of the work. The dedication statement will always appear on the anthem whenever it appears in publication, either through traditional means or through donnabuttermusic.com.

C - Text Considerations

Source Material:

Donna Butler Douglas typically either writes her own texts or relies on pre-existent texts (hymns, poetry) that are in the Public Domain. On some occasions she collaborates with a lyricist of her own choosing. Exceptions to this guideline must be fully discussed at the beginning of the composition process.

About Your Anthem:

What Scriptures, if any, would be important to the development of this composition's text?

What parameters do you have on the subject of this anthem?



Donna Butler Douglas
composer

D - Other Considerations

Is there a seasonal or special emphasis that you would like reflected in the piece? (Christmas, Lent, anniversary, ordination, etc.)

What mood do you wish to be inferred in the spirit of this anthem? (reflective, joyous, meditative, etc.)

What occasion(s) or special recognition is important for the composer to know?

If the anthem is to honor a person, please describe this person and his/her life.

What characteristics define his/her ministry or journey?

Is this project a secret? If so, when will the anthem be revealed?

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Which of the following best describes your vision for this composition:

- Original composition
- Hymn or song arrangement
- Re-setting of a classic hymn or poem

Please list four anthems that you feel represent the style, scope, difficulty and spirit of the anthem you are seeking. Include composer information.

1. _____
by _____

2. _____
by _____

3. _____
by _____

4. _____
by _____



E - Church Type

Which of the following best describes your vision for this composition:

- Original composition
- Hymn or song arrangement
- Re-setting of a classic hymn or poem

Below several church types are listed along with a general description of each. How would you describe the worship style of your congregation? Please give examples and an overall picture of a typical worship service.

- Liturgical — more formal and classic styles of music
- Traditional — hymns and anthems, classical masterworks, inclusive of living writers
- Traditional/Transitional — a historically traditional congregation that has also been moving to incorporate some gentle contemporary elements and expanding their worship vocabulary; may have contemporary service in addition to a more traditional service
- Blended — a worship language that strives to include a great diversity in its musical syntax; hymns, gospel, contemporary, praise choruses, spirituals, solos, an occasional classic, etc.
- Contemporary — a few hymns, but typically sung with a band and praise team leading or gospel choir; congregational singing included in mostly newer praise-styled worship songs and Christian artist materials.
- Seeker Sensitive — no choir, mostly praise team and solo; music is lead by a worship pastor with a guitar, piano, or boom mike
- Other — please describe:

Is there a special theme or slogan for your group, church or event?
