



## RFI (request for information)

Today's Date \_\_\_\_/\_\_\_\_/\_\_\_\_

### **Schools General and Contact information**

School Name \_\_\_\_\_

School Address \_\_\_\_\_

City/Town \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

### **Administrations Names and Contact Information**

**Superintendent** \_\_\_\_\_

Superintendent's Phone or Extension \_\_\_\_\_

Superintendent's Email Address \_\_\_\_\_

Superintendents Secretary \_\_\_\_\_

Secretary's Email \_\_\_\_\_

Secretary's Phone or Extension \_\_\_\_\_

**Principle** \_\_\_\_\_

Principal's Phone or Extension \_\_\_\_\_

Principle Secretary's \_\_\_\_\_

Email Address \_\_\_\_\_

**Music Directors Name** \_\_\_\_\_

Phone or Extension \_\_\_\_\_

Email Address \_\_\_\_\_

**What is the \$\$ Goal you wish to achieve? \$\$** \_\_\_\_\_

**What will the funds be allocated for?**

Please select appropriate program and provide contact information below. Indicate below.

**Music Program needs** \_\_\_\_\_

Program Administrator \_\_\_\_\_

Administrator's Phone or extension \_\_\_\_\_

Email Address \_\_\_\_\_

**Sports Program Needs**  
\_\_\_\_\_

Program Administrator \_\_\_\_\_

Administrator's Phone or extension \_\_\_\_\_

Email Address \_\_\_\_\_

**Academic Program**  
\_\_\_\_\_

Administrator's Phone or extension \_\_\_\_\_

Email Address \_\_\_\_\_

Program Administrator \_\_\_\_\_

**Audio/Visual** \_\_\_\_\_  
\_\_\_\_\_

Program Administrator \_\_\_\_\_

**How many Shows/Concerts are you committed to?**

(Please Check Off One number below)

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

What are the open dates that can facilitate the shows? (Keep in mind) that shows should be scheduled a minimum 6 weeks in advanced with an 8 week maximum.

\_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

Will the Auditorium Fees be waved for "Blues For Schools Events? Please indicate below.

Yes \_\_\_\_\_

NO \_\_\_\_\_

Authorized administrator sign below.

\_\_\_\_\_ date \_\_\_\_/\_\_\_\_/\_\_\_\_ 20

15

Will you have concessions?

Yes \_\_\_\_\_

-

No \_\_\_\_\_

Will you have quest student players, if so how many? This will be discussed and coordinated with Music Dept.

\_\_\_\_\_  
\_\_\_\_\_

Will Music Teacher or Principle Volunteer as the MC?

Yes \_\_\_\_\_

No \_\_\_\_\_

Are any of the faculty-accomplished musicians?

Yes \_\_\_\_\_

No \_\_\_\_\_

Name \_\_\_\_\_

Name\_\_\_\_\_

Name\_\_\_\_\_

Name\_\_\_\_\_

**Does the School have a News Letter?**

Yes\_\_\_\_\_

No\_\_\_\_\_

**Will the school Promote “Blues For Schools” in that News Letter**

**Yes**\_\_\_\_\_

**No**\_\_\_\_\_

News Letter Administrator\_\_\_\_\_

Administrator’s phone or extension\_\_\_\_\_

Cell Phone\_\_\_\_\_

Email Address\_\_\_\_\_

How often does the News Letter get published? Please circle one choice below.

Weekly\_\_\_\_\_

Bi-weekly\_\_\_\_\_

Semi-monthly\_\_\_\_\_

Monthly\_\_\_\_\_

Other\_\_\_\_\_

How does the News Letter get circulated? Please Circle One.

Webpage\_\_\_\_\_

Email\_\_\_\_\_

Printed\_\_\_\_\_

Does the School have Access to Student/Parents Email Addresses?

Yes\_\_\_\_\_

No\_\_\_\_\_

Can this email database be used for Blues For Schools?

Yes\_\_\_\_\_

No\_\_\_\_\_

**Auditorium Specifications**

Does your school have an  
Auditorium?\_\_\_\_\_

Sound System\_\_\_\_\_

Lighting System\_\_\_\_\_

Stage\_\_\_\_\_

Audio/Visual dept. \_\_\_\_\_

Will Blues For Schools have the ability to utilize the in house systems if deemed adequate? \_\_\_\_\_

Does/can the Student body participate in the Concerts/Shows being produced at your High School? \_\_\_\_\_

Who is the contact/administrator that would delegate the student activities associated with the use of the Auditorium?

Administrator's name\_\_\_\_\_

Administrator's Phone or extension\_\_\_\_\_

Email Address\_\_\_\_\_

**Blues for Schools would like to have as much of the Student Body participate with the success of each Concert/Show by providing their input regarding each and every Artist/Band that performs.**

Examples...

History Dept. History of Blues, History/Discography of Artist/Band,

Arts Dept. Posters, Signs and Decorations

Drama/Props Dept. Provide Stage Props and decorations, Volunteers for Guest Seating

Music Dept. have accomplished musicians perform with the Artist/Band the night of the show. This will be discussed and implemented between Blues For Schools and the Music Dept.

Suggestions are most welcomed as to implementing any and all of the Creative Ideas listed above!!\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

Does your School have a Logo?\_\_\_\_\_

Please feel free to use the spaces below for any questions or additional comments.

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BluesForSchools 11 Bradley St. Seekonk Ma 02771 cell 617-803-9912

[BobSloane@BluesForSchools.org](mailto:BobSloane@BluesForSchools.org) [www.BluesForSchools.org](http://www.BluesForSchools.org)