**Booking Process**

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| **Step 1:** Once you have decided you would like to book us and we have confirmed that we are available, please send the deposit (Amy will quote the deposit amount ) by either :* **Bank Transfer** to Amy Fields, Account 01018001, sort code 80-48-71 , Halifax bank of Scotland (please put the wedding date as a reference) OR **Cheque** to Amy Fields, 4 Prestbury Avenue, M147HF, Fallowfield, Manchester
* **The remaining balance** can be paid by transfer in advance or cash on arrival on the day (no cheques please)

Please see here for cancellation terms: http://www.endymionstringquartet.com/apps/faq/#anchor-154341-1 |

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| **Step 2:** Once the deposit is received, the booking will be confirmed and we would like to hear from you regarding your :* **Music Choices** - Please email these to Amy by **ONE MONTH** before the event if possible). A full, up to date repertoire list can be found here - [www.endymionstringquartet.com/repertoire.htm](http://www.endymionstringquartet.com/repertoire.htm)

-The Quartet plays all the music listed on the repertoire list.-Trio pieces are marked TR-Extra requests are £10 per song. Please let us know these as soon as possibleFor help choosing your music please see the **CHOOSING YOUR MUSIC** document attached to your email |
| **Step 3:** Confirm the other details – These should be confirmed **1 MONTH** in advance if possible. Please email Amy these details.* -Exact timings
* -Full venue address
* -Where you want us to play (please have 3 or 4 armless chairs ready in the room or area you want us to play. We will play outside weather permitting. If it is raining we will need adequate shelter however we cannot play in windy weather or in temperatures below 17 degrees Celsius. We also need shade if there is bright sunlight as this can damage our instruments.)

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