



## **APPLICATION FOR MOLA MEMBERSHIP**

*The Major Orchestra Librarians' Association's (MOLA) mission is to facilitate communication between professional performance librarians, educate and assist them in providing service to their organizations, provide support and resources to the performing arts, and work with publishers to achieve the highest standards in music performance materials for the professional musician.*

As an association whose members are organizations, MOLA member libraries are expected to share goals and use guidelines determined and agreed upon jointly by the entire membership for the mutual advancement of all. The organization's librarian(s) is (are) their representative(s) to MOLA. Annual dues are \$250.00 (U.S.).

**INSTRUCTIONS:** The application form must be signed by both the librarian and an administrative official (usually executive director, general manager, etc.) who will be responsible for supporting the organization's membership in MOLA. Please note that it is the organization rather than the individual librarian that is the member, although the librarian(s) will serve as the representative and receive all communications. In addition to the application form, please include a letter (which serves as your formal request for membership) on headed paper from the administrative official.

Upon receipt, the application package will be reviewed by the Membership Committee and the Board of Directors, and upon their recommendation, will be voted upon by the general membership of MOLA at the annual conference (this year, April 9-12, 2010).

MOLA membership, including access to protected areas of the website and participation in the MOLA Forum, is a privilege, and as such may be revoked at any time if abused.

Name of Organization: \_\_\_\_\_

Artistic Director/Conductor: \_\_\_\_\_

Address: \_\_\_\_\_

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

Organization Office Telephone Number: \_\_\_\_\_

Types of Activities: (e.g. classics, pops, educational, band, opera, ballet) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Administrator Name: (Print) \_\_\_\_\_

(Signature) \_\_\_\_\_

Administrator Position: \_\_\_\_\_

Date: \_\_\_\_\_

Librarian Name: (Print) \_\_\_\_\_

(Signature) \_\_\_\_\_

Date: \_\_\_\_\_

Library Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Is this fax machine in the Library? **Yes / No**

Librarian E-mail: \_\_\_\_\_

Organization Website: \_\_\_\_\_

How many paid professional librarians are employed by your organization? \_\_\_\_\_

Is your librarian(s) responsible for the preparation of the performance materials used by your organization? \_\_\_\_\_

What other positions, if any, does the librarian(s) hold within the organization? (If other positions, please include a complete job description for those positions) \_\_\_\_\_

\_\_\_\_\_

Are the musicians of your organization paid professionals? \_\_\_\_\_

How long is your organization's performance season? \_\_\_\_\_

How many different programs are performed during a typical season? \_\_\_\_\_

How many actual performances are given each season? \_\_\_\_\_

What is the annual budget of your organization? \_\_\_\_\_

(If you are an educational institution, please specify library budget only)

How did you hear about MOLA? \_\_\_\_\_

Did a MOLA member librarian recommend that you apply? **Yes / No**

If so, please include their name and organization: \_\_\_\_\_

**In addition, the following questions will be considered for conservatory or music school applications:**

For how many performing ensembles is the librarian(s) responsible? \_\_\_\_\_

What is the total number of performances by all ensembles in a typical year for which the librarian(s) prepares materials? \_\_\_\_\_

**Supporting materials listed below must be submitted:**

- Material that gives an accurate representation of your season activities, such as a program book, season brochure, etc.
- Personnel roster (if not included in the above material).
- Current season financial statement.
- Librarian(s) job description(s).

**Is there any additional information you would like MOLA to consider in determining your application for membership?** (Use additional pages if necessary)

**Annual dues are \$250.00 (U.S.). Do not send payment with application. If accepted for membership your organization will be invoiced for payment.**

**Application and supporting documentation should be submitted either by post, e-mail, or fax to:**

**Moira Webber, MOLA Member-at-Large**  
**BBC Symphony Orchestra**  
**BBC Studios**  
**Delaware Road, Maida Vale**  
**London, England W9 2LG**  
[moira.webber@bbc.co.uk](mailto:moira.webber@bbc.co.uk)  
**Fax: +4420 7286 3251**