



General Policies

Once work is started, payment is expected. Clients should try to provide as much information as possible (in writing) concerning specific needs. Any concerns to the project in general should be stated in writing to the artist as quickly as possible.

Payment is expected within 30 days of receiving your product(s). If you anticipate a problem meeting this deadline, please contact us as soon as possible to discuss other arrangements. We are happy to work with educators to facilitate a billing date that best works with your school budget calendar.

Should a client/director leave their position after the time of purchase, payment is still expected from the organization or school that ordered the product. If a director leaves their position at a school, the contract is still binding.

Project Timetable

Each project is different, but for the majority of projects, a minimum of two weeks is needed to complete your requested work. Major works such as marching band shows and projects with multiple phases may take longer. Projects that are requested and needed faster than the two-week work period (or stated timetable at the time of starting the project) are subject to a rush fee of 20% applied to their invoice at our discretion.

Customization Policies

Your edit requests are appreciated **as soon as possible**. Time to complete edits differs depending on the time of the year they are requested. Requests made in early spring usually take less than a week. Edits made in August, December and certain weeks in April may take upwards of 2 weeks to make. Send very specific details of any edits you want. Please use bar numbers and counts with specific requests.

Please make requests for any changes you intend to make **as early as possible**. Excessive edits are subject to a \$50 charge to your account at the company's discrepancy.

Musical Policies

All arrangements and sheet music provided by Jonathan Martin Music come with the right for you to make unlimited copies of your music. No more wrestling to keep all the originals in one pile; print as many copies as you need and then go back and print more later. Your performance license should be sufficient evidence to prove the purchase of your show, however, if you need an additional letter proving your music copies as "originals", please contact JonathanThomasMartin@gmail.com. Some products may not come with a performance license. For more information on what the performance license covers, please visit our website at www.JonathanMartinMusic.com/faq

Video Recording Permission (Available upon request)

With your purchase of a Jonathan Martin Music Product- video recording of your music is not an issue. If you require a Video Recording Release that outlines your right to film your production, please email JonathanThomasMartin@gmail.com. **Please note:** Video recording rights may not be available on some arrangements or other musical products. Please contact us for more information.

Project Name/Title

You may change the name of your project to meet the needs of your group/ensemble and fit your design ideas.

By choosing to willingly continue your project with Jonathan Martin Music, you agree to the policies outlined above and understand that it is your responsibility to fulfill your side of the agreement upon the completion of work delivered to you.