

WICKS ORGAN COMPANY, HIGHLAND, ILLINOIS

TONAL DEPARTMENT QUESTIONNAIRE [Sales Director's report to Tonal Department after Contract is signed] 6/2009

CUSTOMER NAME

CUSTOMER CITY & STATE

Opus No.

Please complete every applicable item. If you need more space, use back of sheet. Sign and date at bottom.

Please do not answer by reference to previous correspondence, unless such correspondence was addressed specifically to the Tonal Department. Good communication is our goal, even if some of this duplicates previous information.

[I] The Building. Interior Dimensions: Length..... Width..... Height (max.)..... (min.)..... Describe shape of room..... Approx. seating capacity..... What kind of materials are on inner surfaces? Floor..... Walls..... Ceiling..... Reverberation Time (sec.) [be honest]: Existing building (when empty)..... New building, promised.....

[II] Organ Placement. Where in Building will Organ be located?..... Where will Console be?..... Distance from Console to Pipework (line-of-sight)..... What portions of Organ are Exposed?..... Unenclosed, not exposed?..... Enclosed?..... Chambers or Expression Enclosures?..... Grillework? [] No [] Yes. What kind?.....

Special instructions about exposed pipework, tuning slide color, felt color, Customer preferences in appearance: [continue on back]

If any of these items involve extra cost, has it been included?..... [] Special instructions can't be completed until Customer approves Wicks's drawings or suggestions. Timetable is: [] OK if Customer indicates approval of above items directly to Wicks after study of drawings or suggestions.

[III] Voicing. Customer requests or comments: [continue on back] Does Customer want to be present for setting "C's"?..... Or to try Organ after assembly?..... Is Wicks to make the arrangements? [] Yes. Contact..... [] No. Procedure is..... Is there a Consultant?.....

I understand that if I do not provide accurate information when needed and requested, Wicks will have to proceed using their records and the best information they have. I am responsible for any errors this causes. Signature..... Date.....