

Care of items

Music may be marked lightly in soft pencil. All markings unlikely to be of use to other organisations must be removed before return.

Please do not repair music, except in an emergency. Use only invisible mending tape, not standard sellotape or vinyl tape.

Please do not lose any items as this can cause considerable inconvenience for others and you will be charged for missing parts. If a part is missing, please let us know but do not replace it with a photocopy. We are unable to issue photocopies as this may constitute an infringement of copyright.

Returning items

Please check that all sets are complete before returning them. Orchestral parts should be checked against the list provided inside the folder. Please arrange parts in the order in which they are listed.

Pack parcels well to prevent the music from moving around. Items can be returned by post, courier, or in person.

Please return the items on time as others may be waiting to use them.

OPENING HOURS

Monday – Friday 9am to 5pm

GROUP VISITS

We welcome visits by groups, just let us know two weeks in advance.

CONTACT US

Music Hire
Music Room
National Library of New Zealand
Te Puna Mātauranga o Aotearoa

T. 64-4-474 3025
F. 64-4-474 3035
E. musichire@natlib.govt.nz
W. www.natlib.govt.nz

PO Box 1467
Corner of Molesworth and Aitken Streets
Thorndon, Wellington, New Zealand

MUSIC FOR CHOIRS AND ORCHESTRAS

LOOKING FOR MUSICAL PERFORMANCE MATERIAL?

We hold the largest collection of musical performance material in New Zealand. The National Library's General Music Collection includes the substantial collection donated in 1987 by Radio New Zealand. It is constantly being enriched by new donations and acquisitions so we can now offer over 4,700 orchestral sets and 2,500 choral sets for hire.

Scope of the collections

Orchestral

The orchestral sets cover much of the standard repertoire. They also include cantatas, oratorios, light orchestral music, song arrangements, complete operas, operatic excerpts and simplified versions of some orchestral works.

Choral

The choral collection falls into two main categories:

- multiple copies of large-scale choral and operatic works
- sets of part-songs.

All choral and orchestral sets are available for hire. In the case of orchestral sets, we can usually supply a complete set of parts with one full score or piano/conductor part. Some older sets do not include a score, and some have parts missing. All these details are carefully noted when the set is issued.

RS06 JULY 2005

We are committed to the maintenance and expansion of these collections. Please tell us your suggestions for what else we can include.

Catalogue – Cadence

To find out what is available, please visit the free, online Cadence catalogue.

This database lists choral and orchestral resources that are available for hire from us and from other organisations in New Zealand.

You can search by title, composer, genre, instrumentation, voices, dates or countries. It will also provide you with the location of the sets and contact details of the holding organisation.

www.cadence.natlib.govt.nz.

Registration

If you wish to hire an item from us, you will need to register first. Registration is only necessary the first time you hire and can be done by phone, in person, or via the Cadence online catalogue.

You do not need to register with us if you want to hire an item held by another organisation. However, you will need to comply with that organisation's regulations.

Charges

There is no charge to register with us but there are charges for the hire and postage of National Library materials. Charges are calculated per performance and include the rehearsal period. A list of our rental charges can be found on the Cadence website.

Members of the New Zealand Choral Federation are entitled to a discount of 20 percent on all National Library hire charges.

Other holding organisations have their own pricing structure so please check with them directly.

We will invoice you shortly after we have sent you the music. All outward postal or courier costs are charged at cost and are included in the invoice. Please note that it is your responsibility to organise and pay for the return postage.

How to make a request

To hire items from us, use the online Choral/Orchestral hire booking form on the Cadence website.

You can also email us but be sure to include details of the work required. You must also include the following information:

- number of copies required (choral works only)
- date by which music is required
- date of performance
- number of performances to be given
- organisation name and contact details.

Interloan

National Library items for hire are not available through Interloan.

Performing rights

It is your responsibility to obtain permission from the appropriate authority. Contact the Australasian Performing Right Association (APRA) for details:

APRA NZ Ltd

T. 64-9-379 0638 or 0800 NZ APRA (69 2772)

F. 64-9-379 3205

W. <http://www.apra.co.nz/>

Reservations

You can reserve items in our music collection to hire at a later date, for any period in the future, by email, phone, letter, fax, or in person.

Short-term loans

Perusal copies of orchestral scores and single copies of choral scores are available for short-term loan.

Dispatch

Please help us to provide an efficient service by requesting material well in advance of the date required. It may not always be possible to supply sets at short notice as preparing materials for hire is complex and time consuming.

Every effort will be made to supply music by the date required. However, we cannot be held responsible for delays caused by the late return of material from other clients.

Sets are normally sent by parcel post, but may be couriered on request or collected in person from the Music Room on the Lower Ground Floor of the National Library.