

## APPLICATION GUIDELINE

Application Material	<ol style="list-style-type: none"> <li>1. Application Letter of Legal Guardian is required if the Applicants are 19 or under</li> <li>2. Two Recommendation Letters addressed to Nippon Music Foundation</li> <li>3. Biography</li> <li>4. Performance Schedule of the Past One Year and the Next One Year</li> <li>5. Performance Repertoire</li> <li>6. Photography</li> <li>7. Reviews and Articles (Maximum of 3 articles)</li> <li>8. 3 Audiovisual Recordings of Your Playing (see the list of repertoire and details below)</li> </ol>
Send To	<p><b>【By Mail】</b> Nippon Music Foundation Akasaka 1-2-2 Minato-ku, Tokyo 107-0052 Japan Tel +81-(0)3-6229-5566</p> <p><b>【By Email】</b> info@nmf.or.jp</p>
NOTE	<p><b>【Application Category】</b></p> <ol style="list-style-type: none"> <li>(1) Applicants can apply for both A and B.</li> <li>(2) Re-applying for the Category C is possible after two years from the end date of the loan for those who have or have had the loan of Category C.</li> </ol> <p><b>【Application】</b></p> <ol style="list-style-type: none"> <li>(1) Application must be submitted with a font size of 12 points or larger.</li> <li>(2) Handwritten applications will not be accepted.</li> <li>(3) (QUARTET) Each member must fill out the application.</li> </ol> <p><b>【Recommendation Letters】</b></p> <ol style="list-style-type: none"> <li>(1) The letter must be written in English.</li> <li>(2) Letters without a signature of the recommender is not applicable.</li> <li>(3) Letters of which the addressee is unspecified are not applicable.</li> <li>(4) Extra letters will not be accepted.</li> </ol> <p><b>【Reviews and Articles】</b></p> <p>Any languages are accepted.</p> <p><b>【Audiovisual Recordings of Your Playing】</b></p> <ol style="list-style-type: none"> <li>(1) Category A and B: the applicant must submit three separate recordings as listed below. Category C: the applicant must submit three separate recordings of your choice regardless of the list below.</li> </ol>

### **Violin**

- 1) One Fuga from Bach Solo Violin Sonata.
- 2) One Concerto from the following composers.  
(All movements, Piano accompaniment is applicable)  
Beethoven, Brahms, Tchaikovsky, Mendelssohn, Paganini, Saint-Saëns, Dvořák, Sibelius, Bartók (No.2), Prokofiev
- 3) Short piece of your choice

### **Cello**

- 1) Prelude, Sarabande and Gigue from Bach Solo Suites (All three movements must be from the same suite)
- 2) Haydn Concerto No 2 in D major, Hob VIIb:2 Op.101  
(All movements, Piano accompaniment is applicable)
- 3) One concerto from the following composers.  
(All movements, Piano accompaniment is applicable)  
Schumann, Saint-Saëns, Dvořák, Lalo, Elgar, Shostakovich, Tchaikovsky (Rococo)

### **Quartet** (All movements)

- 1) One quartet from Beethoven Op.18, 59, 74, 95
- 2) One quartet from the Romantic period
- 3) One quartet from the Modern or Contemporary Classical period

- (2) The recordings must be made within the last 12 months.
- (3) The recordings must clearly show the applicant's hands and face.
- (4) The recordings must be submitted by the multimedia file formats viewable with Windows Media Player 12. The files can be sent by DVD or USB, or uploaded to online file storage services. The links for video streaming sites such as YouTube are not acceptable. Video format for DVD is acceptable.
- (5) Do not directly send the files by email.
- (6) Poor sound or visual quality recordings may not be accepted.

### **【Submission】**

Category A and B: All material must be postmarked on or before the deadline date.  
Category C: 1 year to 2 months prior to the requested start date of the loan.

	<p><b>【General】</b></p> <p>(1) The personal information that you submit will be only used for the purpose of screening for the loan of the instruments.</p> <p>(2) All submitted material will not be returned.</p>
<p>Further Information and Inquiry</p>	<p>Nippon Music Foundation</p> <p>Email: <a href="mailto:info@nmf.or.jp">info@nmf.or.jp</a></p> <p>Phone: +81-(0)3-6229-5566</p>

# Application for Loan of Instrument

Date of Application:

\_\_\_\_\_

Date/Month/Year

Loan Category:

A

B

C

Requested Period of Loan:

Start

End

\_\_\_\_\_

Date/Month/Year

\_\_\_\_\_

Date/Month/Year

## Applicant's Information

Mr.

Mrs.

Miss

Ms.

Name:

\_\_\_\_\_

First/Middle/Last

Address:

Mobile:

Home Phone:

Email:

Fax:

Date of Birth:

Age:

\_\_\_\_\_

Date/Month/Year

Nationality:

Passport Number:

Date of Issue:

\_\_\_\_\_

Date/Month/Year

Date of Expiry:

\_\_\_\_\_

Date/Month/Year

**Education**

School (current or last):

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Course:

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Degree

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Currently Attending

Expected Year of Graduation:

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Graduated

Year of Graduation:

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Tutors & Teachers (choose three if there are more):

Name:

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Period:

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Name:

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Period:

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Name:

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Period:

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**Awards & Scholarships** (choose up to three):

Name:

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Year:

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Name:

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Year:

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Name:

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Year:

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Name:

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Year:

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**Performance Highlights** (choose three concerts you feel most notable):

Date:

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Place:

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Performers:

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Date:

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Place:

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Performers:

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Date:

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Place:

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Performers:

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**Latest Released Recordings (if applicable):**

Label:

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Released Date:

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Program:

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Label:

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Released Date:

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Program:

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Label:

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Released Date:

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Program:

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**Instrument Information**

Current Instrument (Name, Year, Maker): \_\_\_\_\_

Owner of Instrument: \_\_\_\_\_

How long have you used: \_\_\_\_\_ Start: \_\_\_\_\_  
Month/Year

Have you ever received a loan of an instrument?  Yes  No

Loaner: \_\_\_\_\_

Instrument (Name, Year, Maker): \_\_\_\_\_

Start: \_\_\_\_\_ End: \_\_\_\_\_  
Month/Year Month/Year

Loaner: \_\_\_\_\_

Instrument (Name, Year, Maker): \_\_\_\_\_

Start: \_\_\_\_\_ End: \_\_\_\_\_  
Month/Year Month/Year

Loaner: \_\_\_\_\_

Instrument (Name, Year, Maker): \_\_\_\_\_

Start: \_\_\_\_\_ End: \_\_\_\_\_  
Month/Year Month/Year



**References** (Two Recommendation Letters addressed to Nippon Music Foundation)

- NOTE: (1) Letters without a signature of the recommender is not applicable.  
(2) Letters of which addressee is unspecified is not applicable.  
(3) Extra letters will not be accepted.

1.       Name: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

2.       Name: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

## Recordings

- Sending DVD or USB by mail
- Audiovisual files uploaded to (URL):  
(Links for video streaming sites such as YouTube are not acceptable.)

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1. Composer: \_\_\_\_\_

Title: \_\_\_\_\_

Movement & Start Time of	1 <sup>st</sup>	Start Time	:
Each Movement in Recording:	2 <sup>nd</sup>	Start Time	:
	3 <sup>rd</sup>	Start Time	:
	4 <sup>th</sup>	Start Time	:

Recording date: \_\_\_\_\_

Recording place: \_\_\_\_\_

Orchestra,  
Conductor, Pianist: \_\_\_\_\_

2. Composer: \_\_\_\_\_

Title: \_\_\_\_\_

Movement & Start Time of	1 <sup>st</sup>	Start Time	:
Each Movement in Recording:	2 <sup>nd</sup>	Start Time	:
	3 <sup>rd</sup>	Start Time	:
	4 <sup>th</sup>	Start Time	:

Recording date: \_\_\_\_\_

Recording place: \_\_\_\_\_

Orchestra,  
Conductor, Pianist: \_\_\_\_\_

3. Composer:

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Title:

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Movement & Start Time of Each Movement in Recording:	1 <sup>st</sup>	Start Time	:
	2 <sup>nd</sup>	Start Time	:
	3 <sup>rd</sup>	Start Time	:
	4 <sup>th</sup>	Start Time	:

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Recording date:

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Recording place:

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Orchestra,  
Conductor, Pianist:

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**Management (If applicable)**

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Purpose of Loan**

Describe your eligibility for the loan as well as your career goals, and how the loan helps your development and achieve your goals. Specify Concert/ Recording/ Competition during your requested period.

(Do not exceed one page.)

**DECLARATION**

1. I have read the eligibility criteria which are described in the Nippon Music Foundation’s website, and I meet these criteria.
2. I have carefully read the Loan Agreement available on the Nippon Music Foundation’s website and will abide by the terms and conditions of the Loan Agreement if I am a recipient of the Instrument.
3. I have carefully read the Memorandum for ATA Carnet available on the Nippon Music Foundation’s website and will abide by the terms and conditions of the Memorandum if I am a recipient of the Instrument.

Applicant’s Name (print):

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Signature:

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Date:

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Date/Month/Year