

Checklist for Labanotation Score
Items in blue are required information

LABANOTATION SCORE

Title of work & year choreographed:

Choreographer (Last, First):

Notator (Last, First) & date score completed:

Staged by (if applicable):

Status of score:	Complete	Incomplete
	Certified	To be checked

Casting:

Total number of dancers in the work:	Females	Males	Either
Number of soloists:	Females	Males	Either
Number of principals:	Females	Males	Either

Special casting requirements (if applicable):

Is there anything unusual about the casting that the stager should be aware of (for e.g. animals or extras)?

Level of dancers:	Elem	Inter	Adv	Professional
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Level LN reading:	Elem	Inter	Adv	Professional
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Style of movement:	Classical Ballet	Modern Ballet	Modern
	Post-Modern	Theatre/Performance Art	Tap
	Jazz	Ethnic/Folk	Other

If Other please explain:

Short description of the narrative plot or aesthetic purpose of the dance. Please note if this description is by you or the choreographer.

MUSIC

Music requirements: Live Recording Either Silent
Is music score: Marked Unmarked Out-of-print Unpublished

Publisher(s):

Discography (format, label, and number):

Is the published music score in Public Domain? Yes No

Is the recording in Public Domain? Yes No

Is there anything unusual about the music score (either in the marking of or the score itself), or the recording that the stager should be aware of?

*Please attach the following information with audio recording (on separate paper):

- * title of dance and choreographer
- * title of music and composer
- * version (e.g.: Stokowski conducting)
- * name of music group
- * date of recording

If you do not have an audio recording and one is available, please give name & address where one is available.

PRODUCTION INFORMATION

Costumes

Are costumes necessary for staging? Yes No

Designer (Last, First):

Are you submitting? Sketches Swatches Pattern Pieces Photos

Lighting

Is special lighting necessary for staging? Yes No

Designer (Last, First):

Are you submitting? Cue Sheet Light Plot

Set information

Is a special set necessary for staging? Yes No

Designer (Last, First):

Are you submitting? Sketches Construction Info.

Props

Are props necessary for staging? Yes No

Designer (Last, First):

Are you submitting any props? Yes No

Is there anything unusual/complex about the costumes, lighting, set, or props, which a stager should know?

DVD OR VIDEOTAPE

Are you submitting a DVD or Videotape? Yes No

Is this DVD/videotape the version you notated? Yes No

Quality of DVD/Videotape: Excellent Good Poor

Can this DVD/Videotape be circulated? Yes No

If no, who must be contacted for permission?

Are you aware of any other DVD/Videotapes that are available (for e.g. a library, archive, or bookstore)? If so, where?

Is there anything about the DVD/Videotape that the stager should be aware of? For example, it was videotaped early in the rehearsal, contains comments by the stager, or choreographer about style.

Please attach the following information with DVD/Videotape (on separate paper):

- * title of dance and choreographer
- * videographer and date of recording
- * location where DVD/Videotape was made
- * stager's name

- * name of company
- * dancers performing in DVD/Videotape
- * rehearsal or performance
- * wide angle, close up, or both

PHOTOS

Are you submitting any photographs? Yes No

Please attach the following information with each photo (on separate paper):

- * title of dance and choreographer
- * photographer and date
- * name of company
- * name of performer(s)
- * rehearsal, performance, or posed
- * please indicate the page and measure number from your LN score
- * source (for e.g. internet, press, newspaper)

ADDITIONAL MATERIAL(S)

Please be sure that all materials (where applicable) include the source, author, and date

Press Material	Reviews	Articles	Interviews
Playbills & Programs	Yes	No	
Correspondence	Yes	No	
Miscellaneous	Yes	No	

If miscellaneous is in the affirmative, what other materials relevant to the work are you submitting? For example, a published book referenced by the choreographer, info about choreographer/dancer(s)/company.

Include the address(es) where production materials may be obtained. Specify if items can be borrowed, leased, or purchased.

Are you aware of any concerns (for e.g. regarding style, props, sets) the choreographer may have that might effect their giving permission for educational and/or performance use of this score

If permission maybe necessary, please give address and phone number of choreographer, trustee or estate to whom DNB must consult for permission.

Submitted by:

**Please submit this form by mail or as an electronic attachment to:
Dance Notation Bureau Librarian
111 John St Suite 704
New York, NY 10038
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library@dancenotation.org**