

The Music's Arrived... Now What?

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An Overview of today

- ◆ Physical and Digital music preparation
- ◆ File sorting and distribution of practice parts
 - ◆ Getting stage ready
 - ◆ Post performance
- ◆ Expectations based on library resourcing

Origin Theatrical Pty Ltd
Via Courier:
Ground Floor, 47-49 Murray St
Pyrmont NSW 2009
Via Registered Post:
PO Box Q1235, QVB Post Office
Sydney NSW 1230
telephone 61 2 8514 5211
E: ben@originmusic.com.au

DELIVERY ADDRESS:

Brendan Agnew
New Zealand Symphony Orchestra
Level 1 Findex House
57 Willis Street
Wellington 6011
New Zealand

Ph: +64 02744031150
E: brendan.agnew@nzso.co.nz

KEEP THIS CHECKLIST FOR RETURN

DISPATCH DETAILS:

SENT ON: 3/6/2026

RETURN BY: 18/9/2026

*Chairman Dances: Foxtrot for Orchestra by John Adams – 12 min
AMP set 06 (rev 2025)*

ORCHESTRAL SCORES

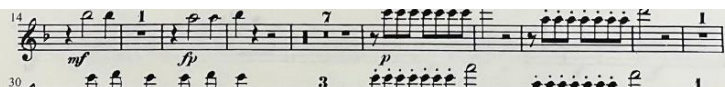
- 2..... FULL SCORE
2..... FLUTE 1,2
2..... OBOE 1,2
2..... CLARINET 1,2
2..... BASSOON 1,2
4..... HORN 1,2,3,4
2..... TRUMPET 1,2 IN C
2..... TROMBONE 1,2
1..... TUBA
1..... TIMPANI
3..... PERCUSSION SCORE
3..... PERCUSSION 1,2,3
1..... PIANO
1..... HARP
9..... VIOLIN I
8..... VIOLIN II
7..... VIOLA
6..... CELLO
5..... BASS

*All present.
SA 04/06/2026*

IMPORTANT NOTICE:

PLEASE COUNT AND CHECK THE SCORES LISTED ABOVE. IF INACCURATE, REPORT BACK TO US IMMEDIATELY OTHERWISE YOU WILL BE EXPECTED TO RETURN ALL LISTED MATERIAL WITHIN 14 DAYS OF YOUR FINAL PERFORMANCE. ANY MISSING OR DEFACED MATERIALS WILL BE SUBJECT TO A REPLACEMENT FEE. ALL MATERIALS TO BE RETURNED TO THE POSTAL OR STREET ADDRESS LISTED ABOVE.

WE HOPE YOUR PERFORMANCE(S) WERE A GREAT SUCCESS, THANK YOU.



Physical music

◇ Rental

◇ Paperwork

◇ Edition

◇ Check the Score!

◇ Purchased

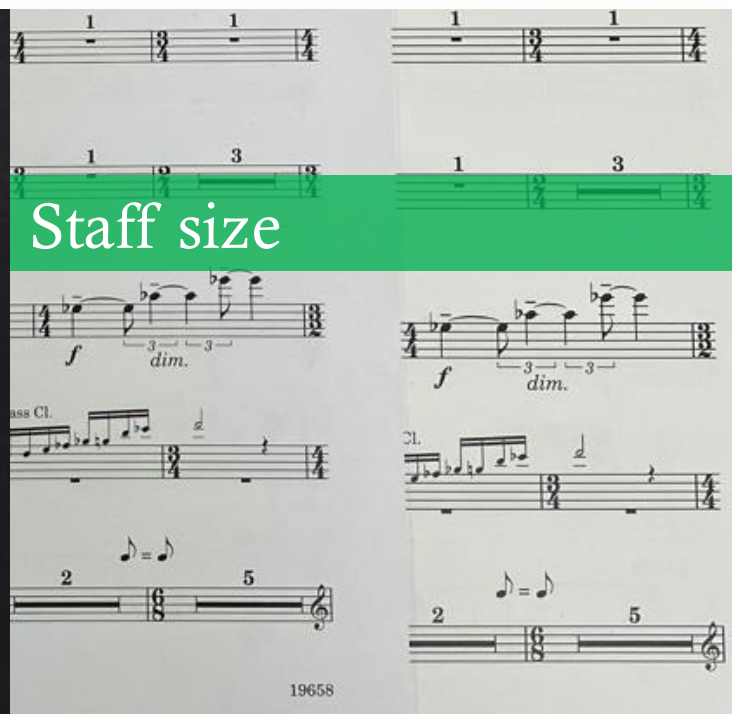
◇ Label parts

◇ Old set

Condition of Physical parts

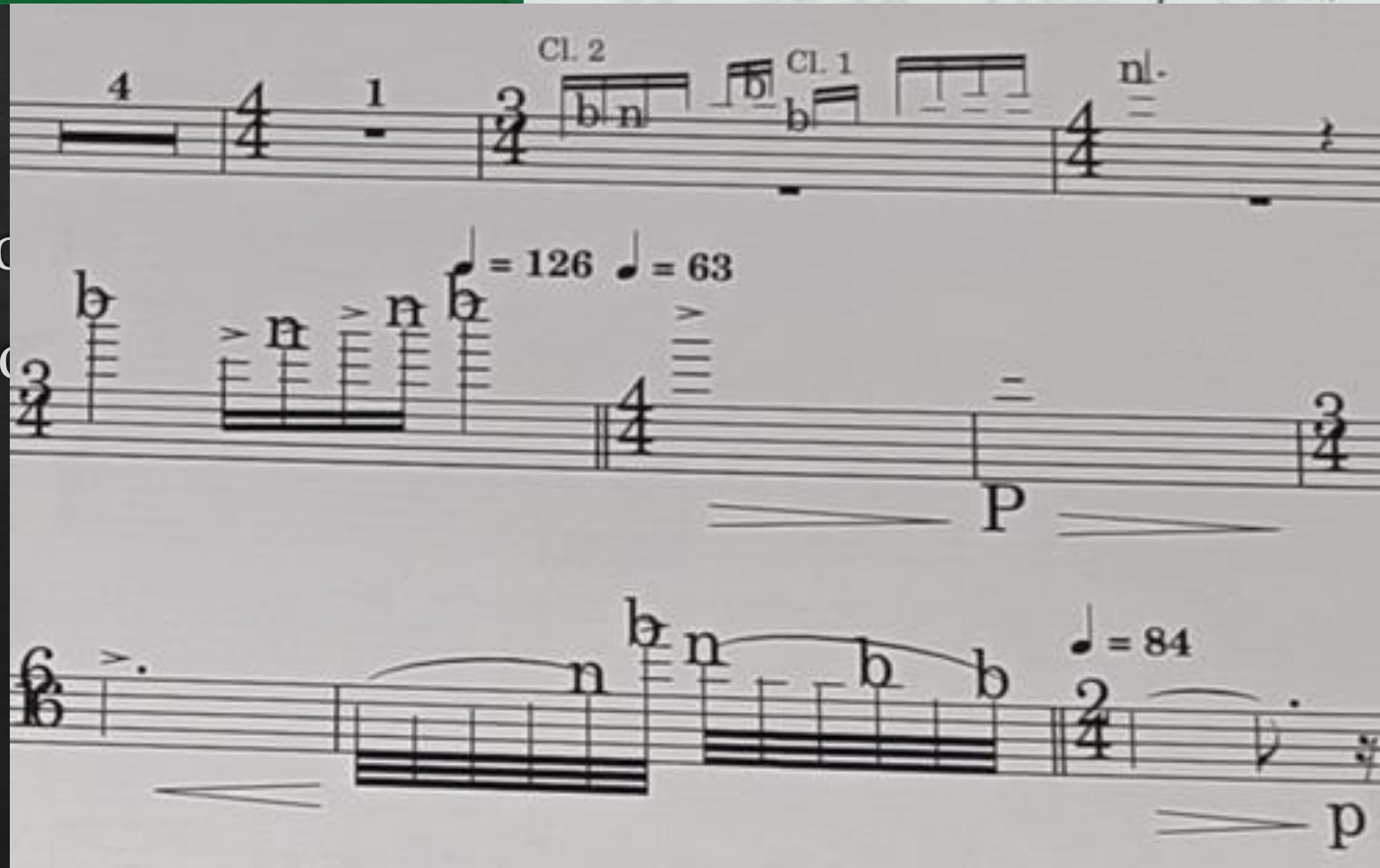
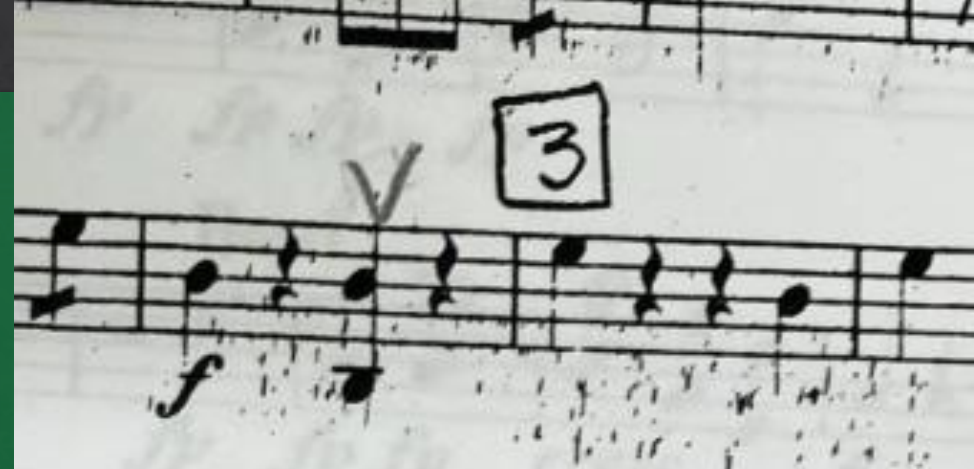


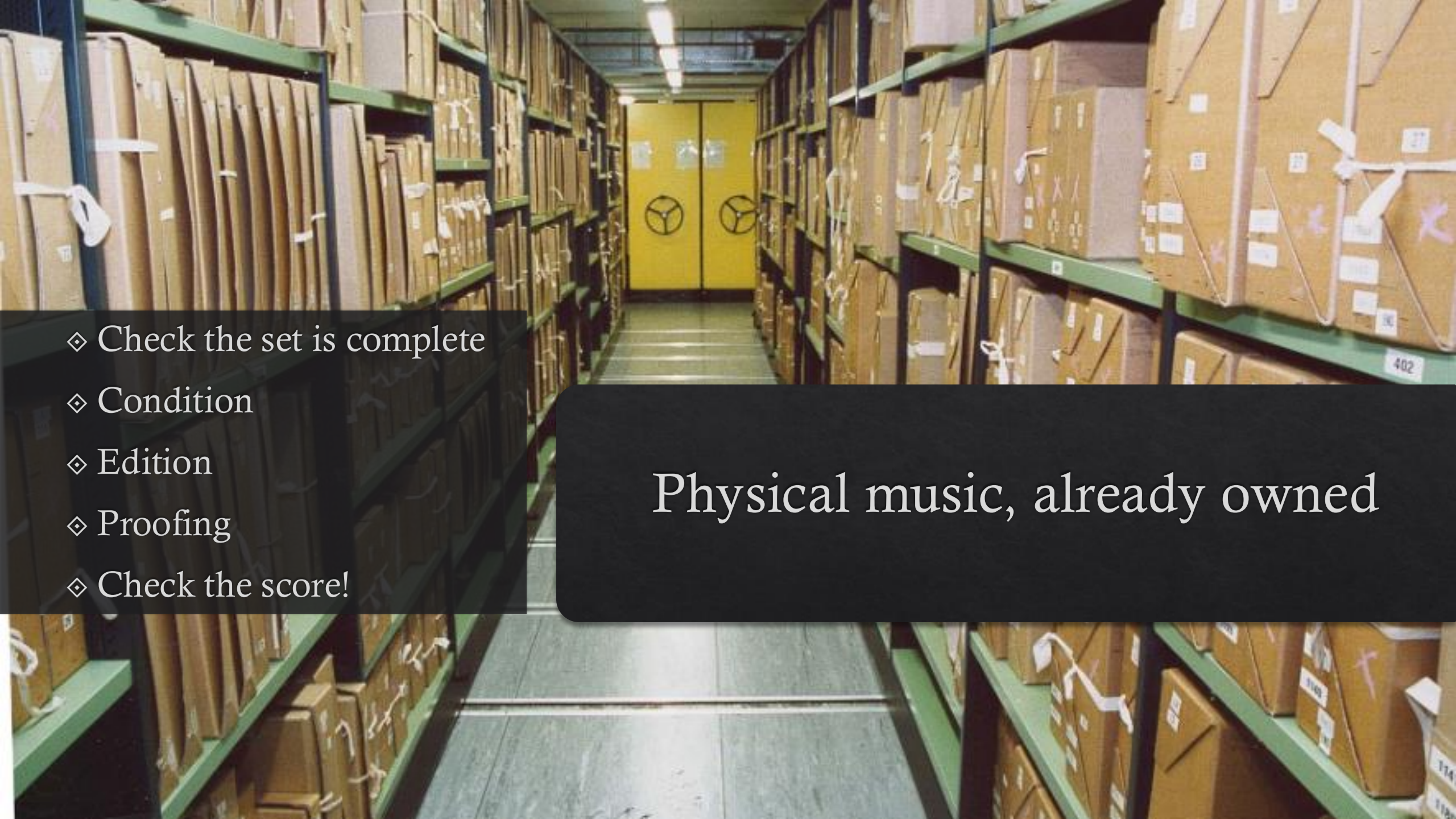
Edition issues



Condition of Physical Parts cont.

- ◆ Print errors
- ◆ Missing pages/pages not numbered
- ◆ Blank page inserted into middle of a part
- ◆ Page upside down
- ◆ Paper too thin or shiny



- 
- ◆ Check the set is complete
 - ◆ Condition
 - ◆ Edition
 - ◆ Proofing
 - ◆ Check the score!

Physical music, already owned

Digital music arrival



Orchestra Librarian's Toolkit

Orchestra Librarian's Toolkit

Music

Preview

The preview grid displays 10 musical score pages. The first row contains five pages, and the second row contains five pages. Each page shows musical notation for different instruments. The first page in the first row is for Flute, and the first page in the second row is for Flute. The other pages show various other instruments and sections of the score. Each page is marked with a red 'X' icon, indicating a digital arrival or a specific section of the score.

1^{re} Gde
FLÛTE

2^e Gde
FLÛTE



MOLA ERRATA LIST

Page 2 of 11

Corrections for Differences between Score and Parts

Composer: Elgar, Edward

Original Publisher: Boosey

Title: Sea Pictures

Reprint Publisher: Kalmus

Status	Instrument	Mvt.	Rehearsal Mark	Meas. #	Beat	Correction
	Violin 1	1	Beg	1	1	PP s/r P
	Violin 1	1	Beg	2	3,4	Dim. s/r dim. Hairpin
	Violin 1	1	Beg	3	1	Add pp
	Violin 1	1	Beg	4	4+	Rem dim. L: add dim hairpin to end of beat 1 of bar 5
	Violin 1	1	A	4	1	Slur over whole bar to beat 1 of next bar
	Violin 1	1	A	4	3	Remove Accent
	Violin 1	1	B-C	1	1	See score for dynamics
	Violin 1	1	E	2	1	Dim. Hairpin should only last 1 beat
	Violin 1	1	F	2	1	Add pp
	Violin 1	1	G	-1	1	Remove pp
	Violin 1	1	G-H	All		See score for dynamics
	Violin 1	2	Beg	1	3	Add tenuto line on 1 st beat of bar 5 to bar before letter A
	Violin 1	2	Beg	1	4	Add dim hairpin then add sim/ on 3 rd beat of next bar

◆ Only if you have the resources!

◆ The NZSO errata process

◆ Other proofing thoughts



To errata?...

...Or not errata?

Violin II **La Cenerentola**
Overture

Gioacchino Rossini
Edited by Arthur Luck

Maestoso

1 9 12 14 17 23 27

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ASCAP

(06508)

Violin II **La Cenerentola**
Overture

Gioacchino Rossini
Edited by Arthur Luck

Maestoso

9 12 14 17 23 27 35 44 55

Allegro vivace

© Copyright 1999, 2001 Luck's Music Library
ASCAP

(06508)

Violin II

3

61 69 81 88 105 116 129 139 149 159 169

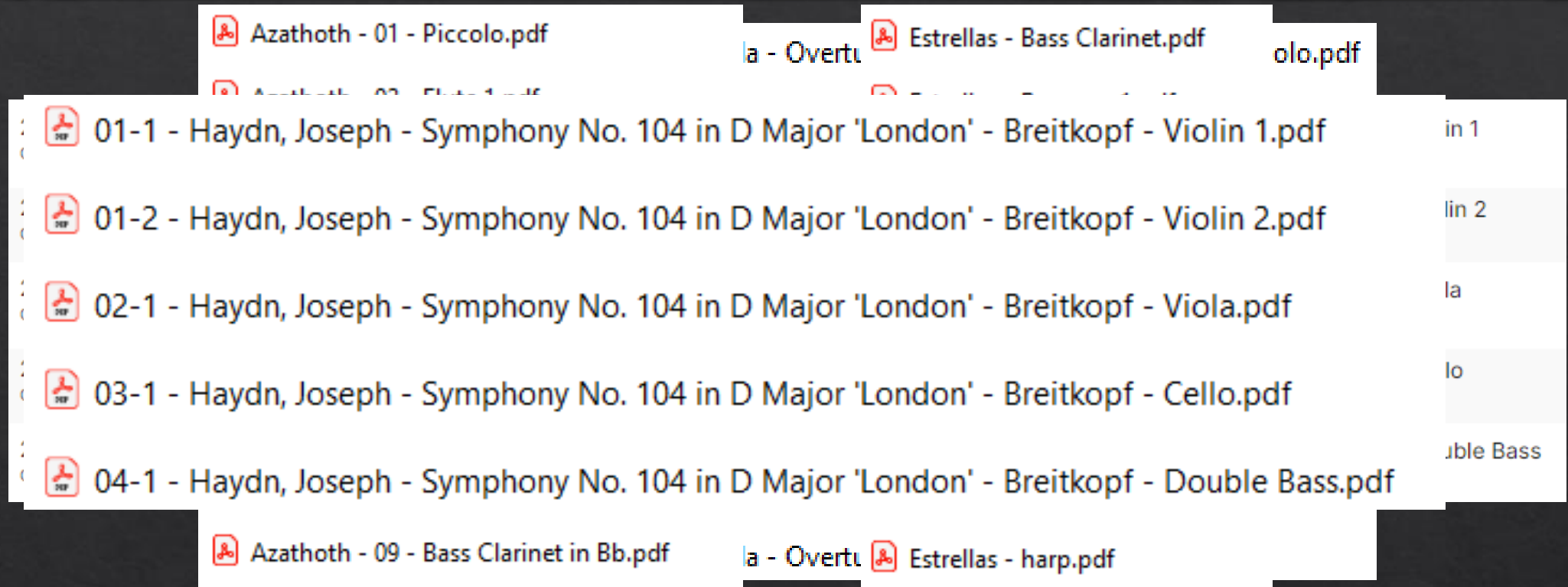
Violin II

4

175 185 195 196

What next?

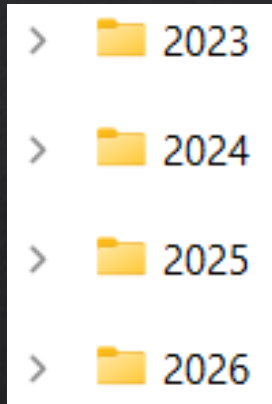
- ◆ Page turns
- ◆ Titles are correct/Instrument names and doubling (cover pages)
- ◆ Movements are in the correct/preferred order
- ◆ Scanning (if not digital)



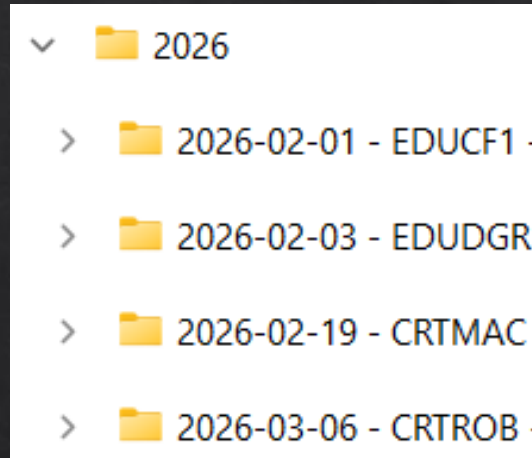
File Management

Aka How to make your life easier

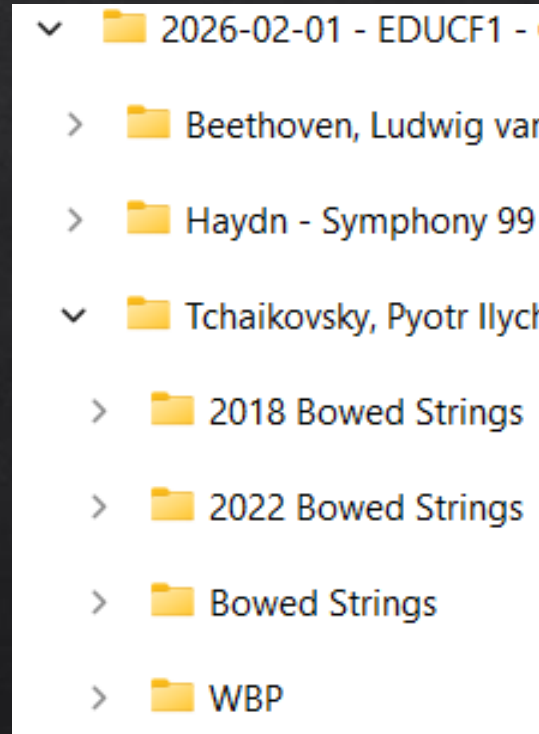
Data trees



Year

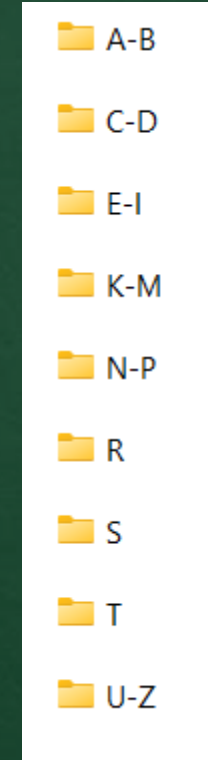


Project

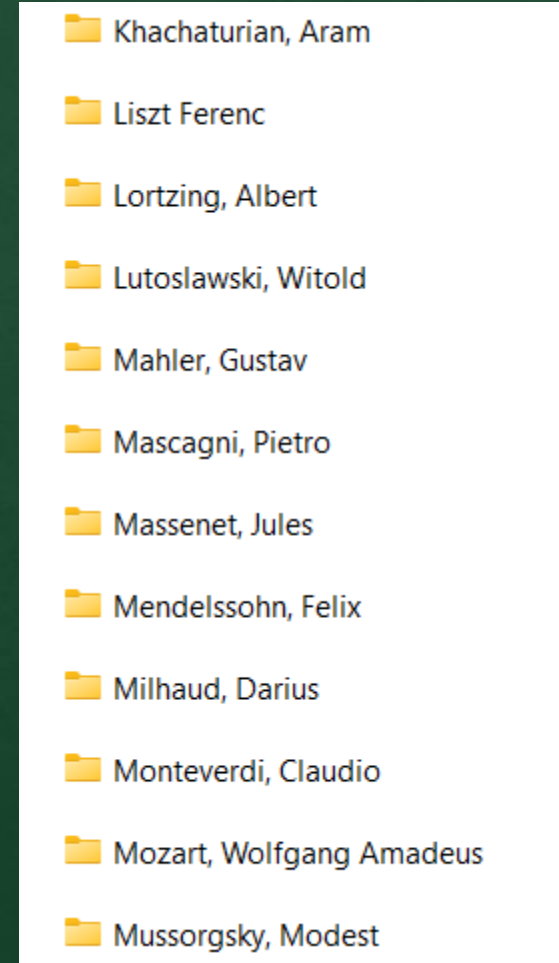


Work and subfolders

Or

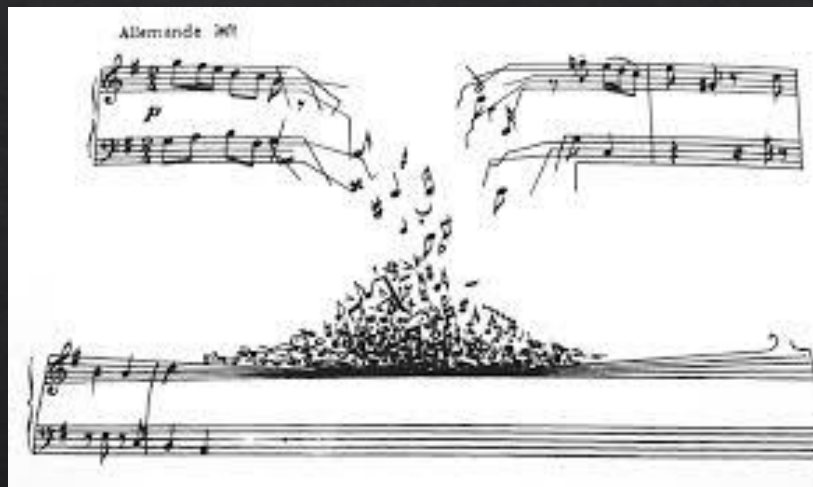


A-Z



K-M

Hypothetical New Commission



Scoring

4 Flutes (2nd, 3rd, 4th also piccolo)
4 Oboes (3rd also english horn)
4 Clarinets in B^b, A and C*
(3rd also bass clarinet)
(4th clarinet in E^b and B^b)
* Passages "in C" are given "in B^b"
as well in the orchestral parts.
3 Bassoons (3rd also double bassoon)

7 Horns
4 Trumpets
3 Trombones
Tuba

Timpani (2 players)
Triangle
Tam-tam
Turkish cymbals
Bass drum

Harp ("doubled if possible")

Strings

Reinforcement Movement IV

1 Clarinet in E^b (4th cl. "at least doubled")
 2 Horns (mm. 656–end)
 1 Trumpet ("1st trumpet doubled in *ff* passages")
 1 Trumpet (5th trp. mm. 656–end "positioned with the horns")
 1 Trombone (4th tbn. mm. 656–end "positioned with the horns")

Langsam. Schleppend. Wie ein Naturlaut zu 2

1.2. Flöte

1. Piccolo
(3. Flöte)

1. Oboe

Englischhorn
(3. Oboe)

1.2. Klarinette (B)

Basasklarinette (B)
(3. Klarinette)

1.2. Fagott

Langsam. Schleppend. Wie ein Naturlaut

Flag. sempre ppp

Violine I

Flag. pp

Violine II

Flag. sempre ppp

Viola

Flag. sempre ppp

Violoncello
zu 3 gleichen Teilen

Flag. sempre ppp

Flag. sempre ppp

Flag. sempre ppp

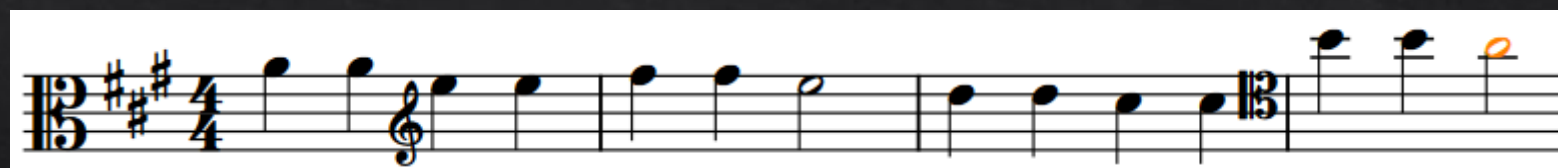
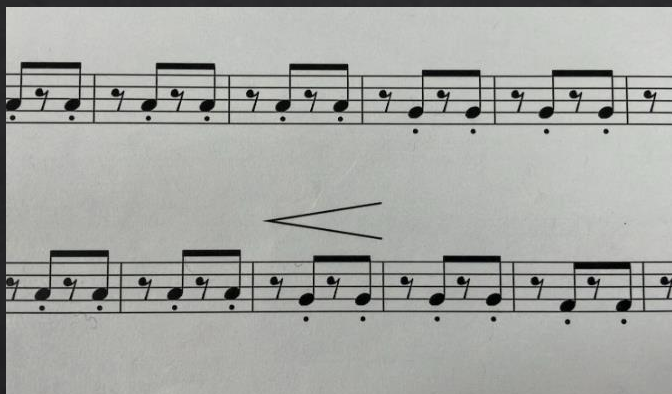
Kontrabass
zu 3 gleichen Teilen

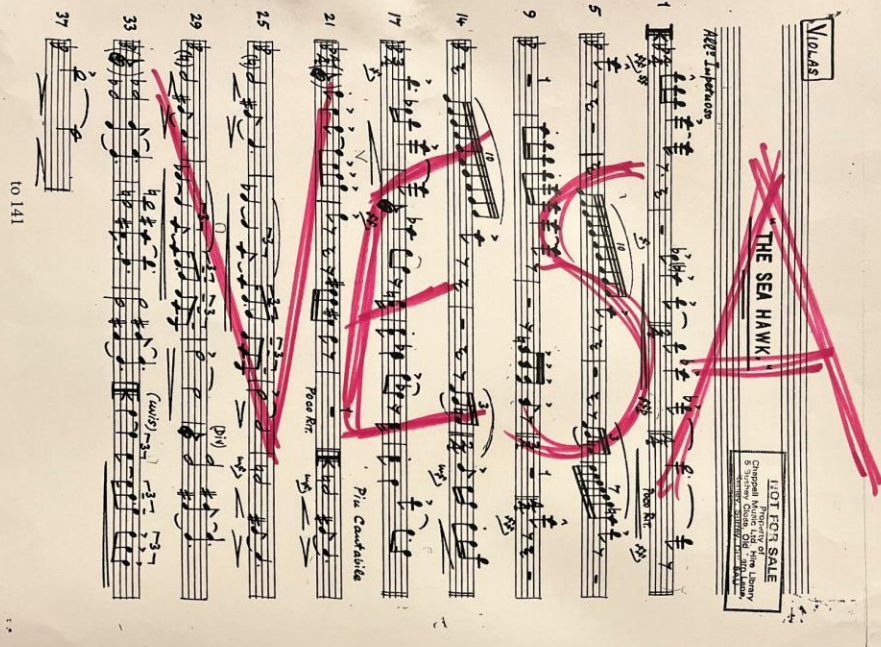
Flag. sempre ppp

Flag. sempre pp

Hypothetical New Commission

Levels of proofing





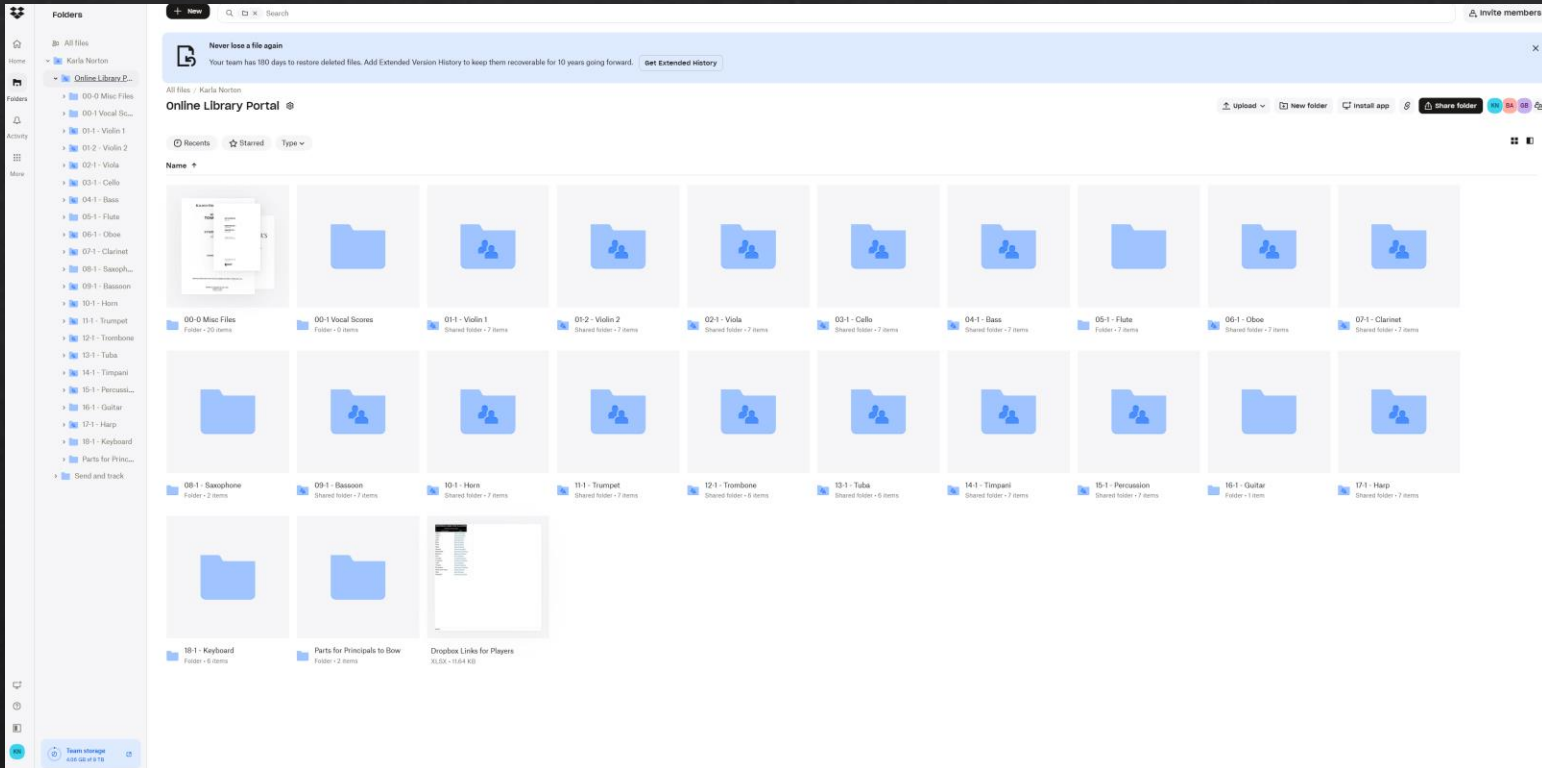
Bowings

- * Conductor bowings
- * Historical bowings
- * String Principals
- * Ask your friendly major orchestra



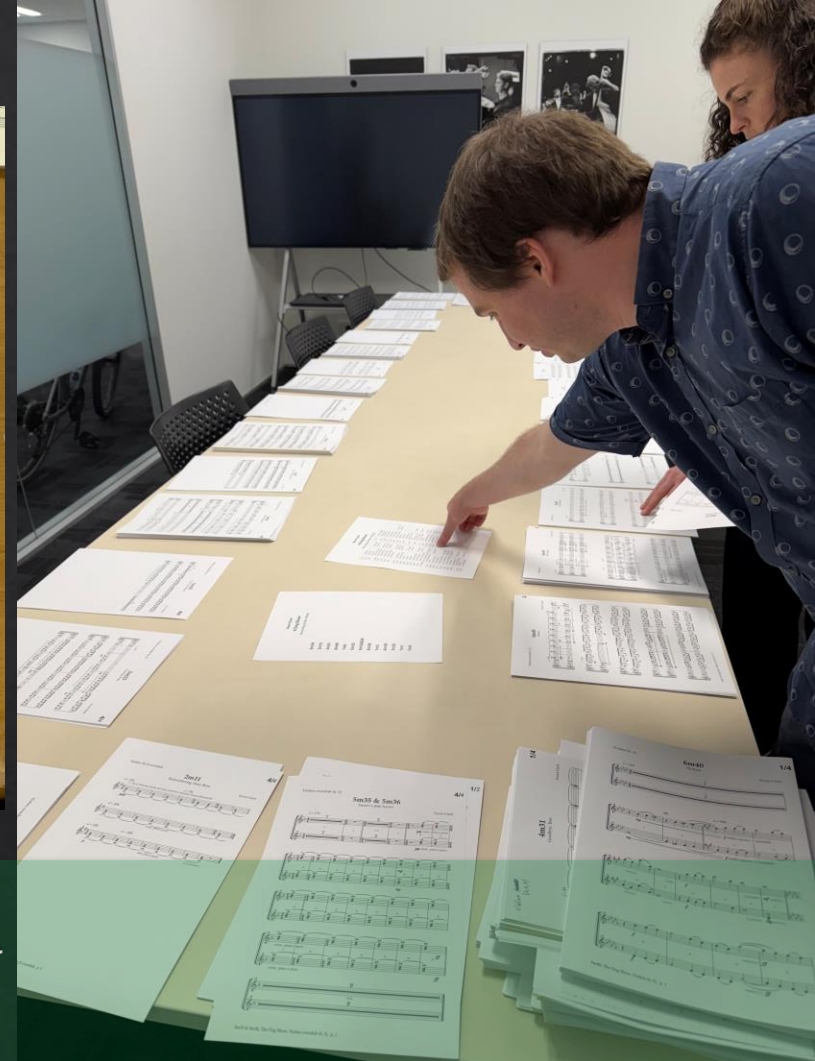
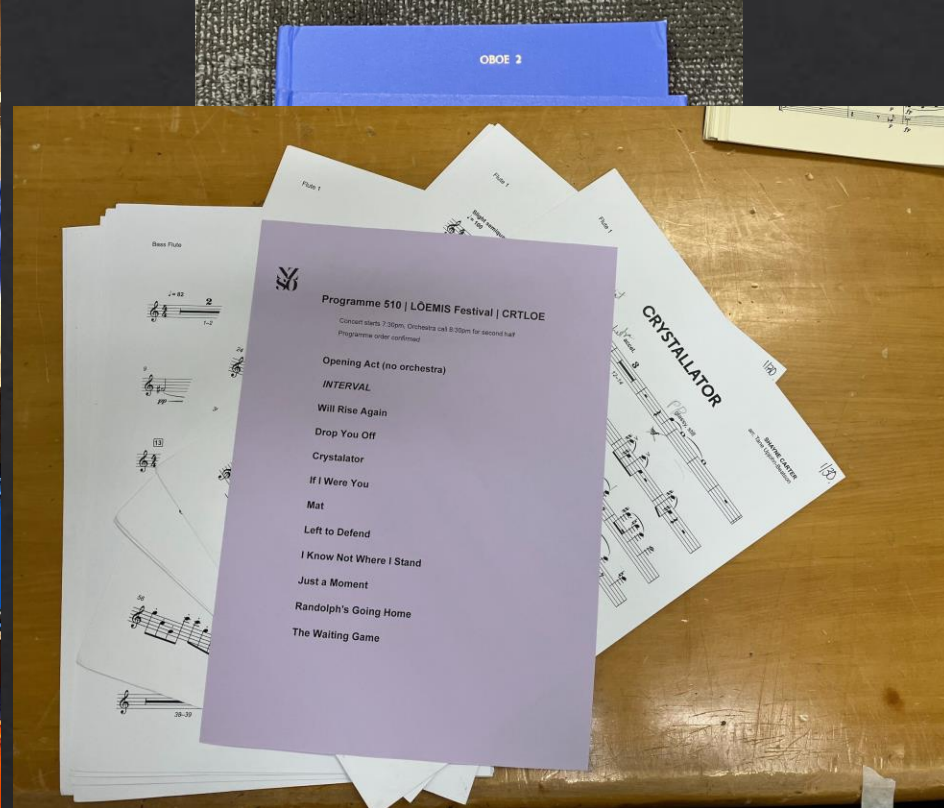
Distribution of Parts

Digital practice parts



Physical parts

[illegible]



Getting Stage Ready

- Stage Folders
- Run sheets for gala/pops etc

- How is it getting to rehearsal or concert
- What happens during Rehearsals

Post Performance

- Un-folding/re-sorting
- Post performance bowings?
- Digital rental – part destruction
- Physical rental – shipping back



Care of Parts

- ◆ Shipping
- ◆ On shelf
- ◆ Proofing
- ◆ Folders
- ◆ Touring
- ◆ Shipping



Everyone has their reporting

Recap

- ◆ Order music
- ◆ Shipping arrives
- ◆ Condition check
- ◆ Score check
- ◆ Errata
- ◆ Bowings
- ◆ Stage ready
- ◆ Post performance

Hypothetical timeline

- ◆ First rehearsal - 19 June
- ◆ Ready to go - 18 June
- ◆ Music available - 22 May
- ◆ Condition check - 24 April
- ◆ Shipping arrives - 27 March
- ◆ Order rentals - Depends on your location

○

Stress Reduction



**Bang
Head
Here**

Directions:

1. Place on **FIRM** surface.
 2. Follow directions in circle.
 3. Repeat step 2 as necessary, or until unconscious.
 4. If unconscious, cease stress reduction activity.
-

If all else fails...



Questions?

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