



Play to Learn Teaching Artist Assignment Form

We are delighted that you are teaching artists for the Midori & Friends Play to Learn program during the 2023-2024 Season. Thank you for bringing exceptional music education to NYC. This letter will serve as our agreement for programs and services provided at ***SCHOOL NAME***.

Teaching Artist Information:

Teaching Artist Name:	
Email:	
Phone:	
Instrument:	

School Information:

School Name:	
School Address:	
School Phone:	

Residency Information:

Program Day:	
Program Time(s)*:	
Program Dates:	
Session Location:	
Grade:	
Number of Students:	
Final Performance date:	

***If there are multiple session times, please include above (ex: Group A 2-3, Group B 3-4).**

Payment Information:

Teaching Artist Rate:	
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M&F Teaching Artist Agrees to:

- Carry out all responsibilities presented in TA Handbook
- Start and end residency sessions on time
- Use ConnectTeam to track hours and take student attendance
- Follow M&F protocols for instructor substitutes, cancellations, make-up days
- Submit all reimbursement requests by June 1, 2024

TEACHING ARTISTS

DATE

M&F STAFF

DATE