

### ❖ **MTNA/PMTNM Composition Commissioning Program**

- A. The Music Teachers National Association will pay one-half of the commission, up to a set amount. The minimum amount of commission is left to the discretion of the PMTNM.
- B. Upon deciding to commission a composition, the State Association will write to National Headquarters requesting the contractual agreement and submit, at the same time, the following information:
  1. The total amount of the commission – State and National.
  2. The name of the composer selected by the State.
  3. The type of composition, if it has been decided.
  4. A tentative deadline for the delivery of the composition.
  5. A projected plan for the first public performance of the composition during the State Conference. (The work must be guaranteed a performance.)
- C. The MTNA Executive Secretary will administer the commission and upon its completion will send a check for one-half of the total, or the entire amount, billing the state for their half—whichever the state desires.
- D. PMTNM may choose any composer it wishes, although he/she should be a resident of the USA. It is recommended that the composer be a resident of the State or Division.
- E. The composer will submit the composition to the Commissioning Chair two months before the State Conference.
- F. The composer will arrange for a person or persons to perform the composition during the State Conference. Final arrangements as to time and place of performance are to be worked out with the Commissioning Chair and the Conference Chair.
- G. If the composer wishes to participate in the National Competition for the award given to the outstanding “Composer of the Year”, then he or she must follow the guidelines set forth by MTNA. All required data is to be sent to the MTNA Executive Secretary.
- H. For further information, the Composition Commission Chair should refer to the Duties of Composition Commission Chair, Section VII, page 3.