

# *ESTIMATE for recording and production services*

3/7/2011

To: **Cate Brown**, Assistant Director- Reunions Programs

* + Record four events at Thomas Jefferson Society Reunions on May 17, 18
	+ Post audio to iTunes U

**Wordcast Contract #:** UVA857767

The cost of recording this events is $600

Details:

Sean Tubbs or an associate will arrive at the Alumni Hall Ballroom at 8:00 AM on May 17 to record two events, and 8:30 on May 18 to record two events. He will be in touch with Kerry Foley in advance in order to make sure the audio can be recorded easily. The files will be posted to iTunes U or the UVA server within the same day.