

Handbell Musicians of America, Area 3  
Delaware, Maryland, Metro DC, North Carolina, Virginia  
Area3.handbellmusicians.org

<i>Guild Use</i>
Received _____
Report _____
# _____

Area 3 CHIME application for 2025-2026  
(Chimes and Handbells in Music Education)

The goal of this program is to allow groups to introduce ringing into church, school and community settings – reaching as many participants and audience members as possible. **3 Octaves of handchimes are provided free of charge** and support services such as a “Kick-Start Workshop,” selected reproducible resources and a local mentor are offered to Loan recipients. We encourage directors to have some hands-on training, so they can, in turn, properly train their ringers. Loan periods are usually for the summer or for the school year (Sept through June.) Additional equipment recipients might like to have on hand – though not necessary: banquet height tables (24 linear feet, 30” wide), some padding on the tables (placemats, rug padding, 2” to 4” thick table pads, etc.) and stands for the music (such as stand-up three ring binders or music stands). Projection Equipment may also be helpful.

**Answer all 14 sections completely** – continuing on to another page if necessary.  
Complete, sign, scan as a pdf and E-mail completed form to Longwalk3@aol.com  
or - Mail to Kathleen Wissinger – 1050 Cemetery Rd. – McGaheysville, Va. 22840

**Application deadline for ALL loans in 2025-2026 – May 1**  
**Notification will be by May 15, 2025**

Loan period(s) applying for - circle please:

*Summer 2025 (June – August)* - OR - *2025-2026 School year (Sept-June)* - OR - *other?* \_\_\_\_\_

1. Applicant name \_\_\_\_\_ E-mail contact \_\_\_\_\_

2. Phone number \_\_\_\_\_ Cell \_\_\_\_\_

3. Applicant’s organization \_\_\_\_\_

4. Applicant’s Address \_\_\_\_\_

5. Chime shipping address (if not the same) \_\_\_\_\_

6. Actual physical location of chimes and storage plans (locked room or cabinet?) \_\_\_\_\_

7. Your goals and program plans for the Chime Loan period \_\_\_\_\_

8. Thoroughly describe all the ringers who will participate, age range of each group, number of ringers in each group, total number of ringers involved, frequency of rehearsals and performances:

9. Do you have access to any other chimes or bells? Explain \_\_\_\_\_

10. Preferred Chime loan period's exact date (example - Sept. 5 through April 3) \_\_\_\_\_

11. Person(s) who will actually lead the chime experiences and their contact information: \_\_\_\_\_

12. Describe this person's experience with music education, ringing technique (chimes or bells?), leadership experience, etc.

13. Do you have a local person who can mentor you with the program (please list name, address, and e-mail)? – or would you like to be connected with a mentor? \_\_\_\_\_

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**14. Application Assurances and Agreements:** *Please sign below and return entire application.*

I will provide a final report to Area 3 describing the Chime use through the loan period. I certify that all visual/audio materials submitted in such reports to Area 3 may be used for any promotional or educational purpose both by Area 3 and The Guild, and that all subjects in such pictures/materials agree to the same terms. I will not violate copyright laws when using these chimes. I certify that all statements herein are true and complete. I had read and will abide by all contract requirements and restrictions. If we receive the chimes, we will accept responsibility for proper use, care, storage and safeguard of instruments; to replace or repair any damaged or lost instruments; and to cover shipping charges for transportation of instruments back to Area 3 (UPS/UPS/O/FedEx/etc. or in person) by the agreed-upon date. These chimes will not be loaned to any other organization without express permission from Area 3. Any change to contract agreements will be reported immediately to the CHIME Loan Chair.

Applicant Signature /Date \_\_\_\_\_

Applicant's Principal/Administrator Signature/Date \_\_\_\_\_

*Additional Information (and you may write on another sheet as well!)*