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

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Received: _____
Report: _____
Set #: _____

2027-2028 Area 3 CHIME Application

(Chimes and Handbells in Music Education)

The goal of this program is enabling ensemble groups to introduce ringing into church, school and community settings – reaching as many participants and audience members as possible. Loan recipients receive three octaves of handchimes to use for the loan period plus support services such as a "Kick-Start Workshop," selected reproducible resources and a local mentor for the loan period (typically the summer or school year). We encourage directors to have some hands-on training, so they can then properly train their ringers. Additional equipment (helpful but not required) recipients may want to have on hand: 24 feet of tables 30"h x 30"w, padding to put on top of the tables (placemats, rug padding, 2" – 4" thick foam pads, etc.) and stands for the music (stand-up three ring binders, book stands, music stands, etc.).

To apply for use of a set of chimes, please complete all fifteen (15) sections, continuing to another page if required. Sign the completed form, scan it to a pdf and send it to the CHIME loan chair:
Kimberly Barbish, chimeloan.area3@handbellmusicians.org, 4501 Miarfield Arc, Chesapeake, VA 23321.

Application deadline for summer 2027 is April 1, 2027 and 2027-2028 school year is May 1, 2027 with notification by April 15, 2027 and May 15, 2027 respectively. Depending on chime availability, other loan periods may also be available. Circle loan period(s) applying for:

Summer 2027 (Jun – Aug) or (May – Jul) 2027-2028 School Year (Sep – Jun) or (Aug – May)

Other loan period: Start date _____ End date _____

1. Applicant name _____ E-mail _____

2. Phone number _____ Cell _____

3. Applicant's organization _____

4. Applicant's address _____

5. Chime shipping address (if different) _____

6. Actual physical location of chimes (if different) _____

7. Storage plans (locked room, cabinet, etc.) _____

8. Your goals and program plans for the Chime Loan period _____

_____

9. Describe the ringers who will participate (age range and number of ringers in each group, total number of ringers involved, frequency of rehearsals and performances, etc.):

10. Explain any access you have to other chimes or bells. _____

11. Provide the exact dates of your preferred chime loan period (e.g. start Aug 31 and end May 1)

Start date: _____ End date: _____

12. Person(s) who will lead the chime experiences and their contact information (if not applicant):

_____

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

14. 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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15. Application Assurances and Agreements (please read and understand the following thoroughly):
I will provide a final report to Area 3 describing how the handchimes were used during 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 by both 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 handchimes. I certify that all statements herein are true and complete. I have read and will abide by all contract requirements and restrictions. 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. If we receive the chimes, we accept responsibility for proper use, care, storage and safeguarding of the instruments; to replace or repair any damaged or lost instruments; and to cover shipping charges for transportation of instruments back to Area 3 (UPS/USPS/FedEx/etc. or in person) by the agreed-upon date.

Please sign below and return entire application

Applicant Signature /Date _____

Applicant's Principal/Administrator Signature/Date _____

Additional Information (anything else you want to share – feel free to write on another sheet as well!)