

SARAH McLACHLAN FONDS (MUS 292)

Preliminary Processing Report

Date of Accession: October 20, 1999.

Inclusive Dates: 1984-1997, n.d.

Description: Correspondence (includes letter from Bill Clinton); contracts; reports; financial documents; biographical notes; schedules; itineraries; creative flow sheets; shot lists; labels; invitation cards; agendas; certificates; honours; postcards; artworks; publicity; tickets; pamphlets; charts; merchandise forms; catalogues; access passes; calendars; posters; notes; newsletters; periodicals; press clippings; photographs mainly of Sarah McLachlan; sound recordings.

Duplicates Removed: 30 cm.

Documents Removed: 1.60 m of receipts and invoices.

Documents transferred: two periodicals and one music book.

Dimension: 1.85 m of textual documents. – 53 photographs. – 123 negatives. – 21 audio tape reels. – 1 compact disc. – 38 videocassettes. – 12 films.

Boxing: July 21-August 22, 2000; 127 folders; 10 boxes (9 upright; 1 flat - medium).

Stéphane Jean
August 27, 2000



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

SARAH McLACHLAN

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 292 (1999-13, 14, 15, 16)

Box Number/Numéro de boîte

4

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic Printed
 Enregistrement Sonore Audiovisuel Ordinoilingue Photographique Imprimé
 Paper Other:
 Papier Autre:

Date of/de description July 26, 2000	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
34	Binder: correspondence; contracts; financial documents.	1.5 cm	1995
35	Financial documents; contracts; correspondence.	1 cm	1994-1995
36	Surfacing Tour – Binder: correspondence; itineraries; schedules; contracts; financial documents.	2 cm	1997
37	Surfacing Tour – Settlements: tour reports; financial documents; contracts; correspondence.	1 cm	1997
38	Surfacing Tour – San Francisco: tour reports; financial documents; publicity; contracts.	1.5 cm	1997
39	Surfacing Tour – Mesa: financial documents; contract; publicity; press clippings.	0.5 cm	1997
40	Surfacing Tour – Kamloops: correspondence; financial documents; guest list; publicity.	1 cm	1997
41	Surfacing Tour – West Palm Beach: correspondence; financial documents; contracts; schedules; publicity.	1 cm	1996-1997
42	Surfacing Tour – Fairfax: financial documents; contracts.	1.5 cm	1997
43	Surfacing Tour – Toronto: financial documents; contracts; complimentary ticket lists; publicity.	0.5 cm	1997
44	Surfacing Tour – Montreal: financial documents; publicity.	1 cm	1997
45	Surfacing Tour – Cleveland: financial documents; publicity; correspondence; contracts.	0.5 cm	1997
46	Surfacing Tour – Seattle: financial documents; contracts.	0.5 cm	1997
47	Surfacing Tour – Colorado: financial documents; contracts; publicity.	0.5 cm	1997
48	Surfacing Tour – West Valley: financial documents; contract; publicity.	0.5 cm	1997
49	Surfacing Tour – Nashville: financial documents; contract; publicity.	0.5 cm	1997
50	Surfacing Tour – Pittsburgh: financial documents; contracts; publicity.	0.5 cm	1997
51	Surfacing Tour – Indianapolis: financial documents; contract; publicity.	0.5 cm	1997
52	Surfacing Tour – Edmonton: financial documents; correspondence; publicity.	0.5 cm	1997
53	Surfacing Tour – Calgary: financial documents; correspondence; publicity.	1 cm	1997



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Date of/de description July 27, 2000	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
54	Surfacing Tour – Saskatoon: financial documents; correspondence; publicity.	0.5 cm	1997
55	Surfacing Tour – Chicago: financial documents; contract; correspondence; publicity.	0.5 cm	1997
56	Surfacing Tour – Minneapolis: financial documents; contract; letter; publicity.	0.5 cm	1997
57	Surfacing Tour – Philadelphia: financial documents; correspondence; contracts; publicity.	0.5 cm	1997
58	Surfacing Tour – Ottawa: financial documents; letter; publicity.	0.5 cm	1997
59	Surfacing Tour – Detroit: financial documents; letter; publicity.	0.5 cm	1997
60	Surfacing Tour – Vancouver: financial documents; correspondence; publicity.	0.5 cm	1997
61	Surfacing Tour – Cincinnati: financial documents; correspondence; publicity.	0.5 cm	1997
62	Surfacing Tour – Denver: financial documents; publicity.	0.5 cm	1997
63	Surfacing Tour – Columbus: financial documents; publicity.	0.5 cm	1997
64	Surfacing Tour – Grand Rapids: financial documents; correspondence; publicity.	0.5 cm	1997
65	Surfacing Tour: financial documents; correspondence; contracts; tour reports.	2 cm	1997
66	First Lilith Fair Tour - Binder: correspondence; contracts; financial documents; tour reports; itineraries; etc.	4 cm	1996
67	First Lilith Fair Tour: correspondence; financial documents; itineraries; publicity; press clippings.	2 cm	1996
	SARAH McLACHLAN ENTERTAINMENT CORPORATION (SMEC)		
68	Binder – Merchandise forms.	3 cm	1993-1994
69	Merchandise forms; financial documents; contracts.	2 cm	1993-1994



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 Paper Papier

Other:

Autre:

Date of/de description August 17, 2000	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
99	Tour: contracts; correspondence; financial documents; publicity; schedules; press clippings.	2 cm	1989-1990, n.d.
100	Certificates.	3 items	1997
101	Lyrics book.	1 item	1997
102	Catalogues; newsletters; post cards; access passes; publicity; calendar; periodicals; biographical sketches; etc.	2 cm	1988-1997, n.d.
	MISC.		
103	<i>Solace</i> album recording budget: correspondence; contract; financial documents.	2 cm	1990-1991
104	<i>Solace</i> album recording budget: correspondence; financial documents; session sheet.	1.5 cm	1989-1991
105	<i>Path of Thorns</i> video: correspondence; financial documents; contracts.	1 cm	1991, n.d.
106	<i>Ben's Song</i> video: correspondence; contracts; financial documents, shot lists.	0.5 cm	1989, n.d.
107	<i>Into the Fire</i> video: correspondence; contracts; financial documents; shot list.	0.5 cm	1991-1992, n.d.
108	<i>Vox</i> video: synopsis; correspondence; contracts; financial documents.	0.5 cm	1988-1989, n.d.
109	USA Tour: correspondence; contract; itinerary; financial documents; publicity.	0.5 cm	1989
110	ARISTA: correspondence; schedules.	0.5 cm	1989-1990
111	Letter from Bill Clinton.	1 item	1997
112	Financial documents; correspondence; contracts; itineraries.	1.5 cm	1989-1996, n.d.
113	Sarah McLachlan & Ginger Tour: contracts.	1 cm	1993
114	Financial documents; correspondence; itineraries; contracts; publicity.	2 cm	1988-1993, n.d.
115	<i>Drawn to the Rhythm</i> video: correspondence; schedules; synopsis; resumes; contrat; financial documents; 8 photographs.	1 cm	1990-1992, n.d.
116	Lava Hay: correspondence; contracts.	1 cm	1990
117	International Talent Group: correspondence; contract.	0.5 cm	1989-1990, n.d.
118	Promo kit (includes one compact disc).	1 item	1994

