

## **ENTRY PROCEDURES: BAND, CHOIR & ORCHESTRA SOLO & ENSEMBLE 2018**

**ENTRIES:** ALL entries must be postmarked no later than 37 days preceding the first day of competition. (The extra 7 days was mandated by our Executive Committee, with the hope that this will allow plenty of time for the entries to be processed by all parties, and still send the schedule out 2-3 weeks prior to the contest.) **{See the Solo & Ensemble Contest deadlines listed with each contest zone.}**

### **ENTRY FEES:**

**ORCHESTRA:** \$10.00 ea. Solo & each Member of Ensemble

**TWIRLING:** \$10.00 ea. Solo & each Member of Ensemble

**BAND:** \$10.00 ea. Solo & each Member of Ensemble

**VOCAL & PIANO:** \$10.00 ea. Solo & each Member of Ensemble

**NO STATE ORGANIZATION FEE**

**\*\* Contest Entry Fees: a check for fees must accompany each entry.\*\***

**The Executive Committee has mandated the following fee requirement policy:**

- a) A check is required to be postmarked 37 days prior to the contest (the Contest Entry Deadline), and sent in with your **Invoice Form 1A**.
- b) If the check is not received with the 37 day postmarked materials, it is **MANDATORY** that the check be postmarked a minimum of **30 days prior** to the contest. **If not, a \$50.00 late charge will be assessed, and MUST accompany your entry fees.**
- c) **If ALL fees have not been received by the Babbitts 15 days prior to the contest that group (or groups) will not be allowed to participate in the contest.**

**PLEASE! DO NOT COMBINE MORE THAN ONE CONTEST'S ENTRY FEES ON ONE CHECK .**

**Invoice Form 1A (Required)** -- Feature at [www.texasmusicforms.com](http://www.texasmusicforms.com), or Charms  
Once you have completed your online entry, click on "Review Entries" and you will be able to view and/or print your forms, including the **Invoice Form 1A**.

Mail the **Invoice Form 1A** and Fees: Payable to: **U.I.L. MUSIC REGION 18**  
c/o Gerald Babbitt  
222 Maple Drive  
Mountain City, Texas 78610-9227

### **REQUIRED FORM FOR A COMPLETE & ACCURATE ENTRY:**

#### **FORM # 1: Entry Form & student roster:**

"A certified copy of the Entry Form #1, listing in alphabetical order, all students eligible the day of competition (signed by supt. or principal), must be on file with the region executive secretary or the designee prior to the time of each organization's first scheduled ... event." (Section 1110 (f) of the current C & CR)

If your Entry Form #1 & student roster are not on file prior to your participation, all ratings and comment sheets will be withheld until an official signed copy of the form is presented to the contest chairman.

**DO NOT MAIL IN YOUR FORM #6's, 7's, OR 8's. WE WILL PRINT THESE FOR YOU AND DELIVER THEM TO THE CONTEST HOST.**

**\*\* LIST REQUIRED MOVEMENTS\*\***

## **RULES:**

**C&CR:** Section 1108 (h)(3) -- PERFORMANCE REGULATIONS:

(3) Nonconformance: Music selections listed on the entry form become program requirements for the solo and/or ensemble performance unless the contest chair **(in Region 18, it is the Executive Secretary)** is officially notified of selection changes, via email, seven days prior to the first day of the contest.

Section 1108: SOLO AND SMALL ENSEMBLE COMPETITION

(g) **ADDITIONAL ENTRIES AFTER DEADLINE: ENTRIES INADVERTENTLY OMITTED MAY BE SUBMITTED AFTER THE DEADLINE WITH THE FOLLOWING PROVISIONS:**

- (1) **AN ENTRY MUST BE ON FILE BY THE DEADLINE.**
- (2) **ADDITIONAL ENTRIES CAN BE SUBMITTED UP TO THE DAY OF THE CONTEST.**
- (3) **THE REGION EXECUTIVE COMMITTEE MAY REFUSE ENTRY IF IT DISRUPTS THE CONTEST SCHEDULE.**
- (4) **A LATE FEE AS DETERMINED BY THE REGION EXECUTIVE COMMITTEE SHALL BE ASSESSED.**

## **REGION 18 POLICY FOR ADDING PARTICIPANTS:**

### **ALL Solo Ensemble Contests:**

\$25 per event, for late entries added up to 7 days before contest.

\$50 per event, if an entry is added within 7 days prior to the contest and on the day of the contest. Also, this same fee if you do not make a music selection change by the required 7 days prior to the contest. All late entries will be subject to a reprimand by the Region 18 Executive Committee.

**\*\* LIST REQUIRED MOVEMENTS\*\***

## **ENTER VIA [www.texasmusicforms.com](http://www.texasmusicforms.com), or through Charms**

- 1) Register your school. Enter all of your Director Info,
- 2) Then go to the correct Solo & Ensemble entry section, and begin entering the requested info,
- 3) A feature, integrated into the program, will allow you to create your Form #1 roster with the student's names that you have entered into their Form 6's, etc. However, please be aware that the student's name may appear as many times as they are actually entered in a particular contest. You cannot override this feature. It does allow us a quick check of how many events each student is participating in.
- 4) Once you have completed your online entry, you will be able to view your forms, including the **Invoice Form 1A**. After finalizing all of your entries, including creating a Form #1, then click on "Review Entries", and it will allow you to view and/or print each form.

**We will print all of your Forms #6, 7, & 8, for Solo & Ensemble Contest**

**NOTE: YOU ARE STILL REQUIRED TO POSTMARK YOUR ENTRIES ON THE APPROPRIATE ENTRY DEADLINE DATE.** No need to send by Certified Mail. However if you prefer to use "Delivery Confirmation", for your peace of mind, feel free.

THERE IS A PLACE FOR ALL PERTINENT INFORMATION AND YOU MUST FILL IN EVERY SPACE.

**\*\* LIST REQUIRED MOVEMENTS.\*\***

**Verifying accuracy of your entries:**

**Hot Tip:** Print a copy of the "Review Entries" from [texasmusicforms.com](http://texasmusicforms.com). Post it in your music hall and have the student's initial their entry to make sure that you are both in agreement, regarding their entry.

**PIANO ENTRIES:**

- a) **MUST ENTER ONLY IN THE VOCAL SOLO & ENSEMBLE CONTEST, ON FEBRUARY 24.** THIS IS THE ONLY SITE.
- b) **Must register at [uilforms.com](http://uilforms.com) as CHOIR DIRECTOR, in order to enter properly.**

**SOLO & ENSEMBLE SCHEDULING:** All special scheduling requests, due to conflicts, MUST be made when entering. We cannot make changes after the contest host has the materials and is trying to finalize the schedule.

**ALL SCHEDULING REQUESTS SHOULD BE MADE DIRECTLY WITH THE SITE CONTEST HOST, AND AS SOON AS POSSIBLE IN ORDER TO RECEIVE YOUR PREFERRED TIMES.**

**\*\* ACCOMPANISTS FOR SOLO & ENSEMBLE CONTESTS**--Because of all of the scheduling problems we have encountered in the past, it is strongly recommended that you add accompanist's names (or a code) to the entry as you are entering your students. This is already required for TSSEC, so please adhere to it with these entries as well.

**\*\* ALSO, PLEASE FIND OUT IF THEY ARE ACCOMPANYING FOR ANOTHER SCHOOL AND LET THE CONTEST HOST KNOW. WE CANNOT HELP YOU WITH PROBLEMS, IF WE DON'T KNOW ABOUT THEM WHEN SCHEDULING.**

**\*\* Smart Music (Vivace):** Band S & E -- If you are currently using a Smart Music Accompaniment System, and plan to use this at the Band S & E Contest, you need to list Smart Music as the accompanist on each Form #6. + **YOU MUST SUPPLY YOUR OWN SYSTEM.**

**\*\* LIST REQUIRED MOVEMENTS\*\***