

Region 18 UIL Late Payment Fee Policy

General Rules for All Contests to avoid late fees:

All requested forms, including checks, must be postmarked by the entry deadline posted on the UIL Music Region 18 website: www.uilmusicregion18.com

Purchase orders are **NOT** accepted as a substitute for a check. Checks should be made payable to **UIL MUSIC REGION 18**. After entering online at www.uilforms.com, all requested materials should be mailed to:

Gerald Babbitt
222 Maple Drive
Buda, TX 78610-9227

The following forms are requested for each contest. All materials should be mailed in the same envelope. If all requested items are not postmarked by the Region 18 entry deadline, the entry is considered late.

ALL Solo-Ensemble Contests:

1. Check made payable to UIL MUSIC REGION 18.
2. Invoice printed from uilforms.com, "review entries" page.

Marching Contest:

1. Check made payable to UIL MUSIC REGION 18, including DVD recording fee.
2. Invoice printed from uilforms.com, "review entries" page.
3. Statement of Compliance (all classifications)
4. Announcers Script (all classifications)
5. Area Letter of Intent for 3A & 5A Bands

Concert and Sight Reading Contests.

1. Check made payable to UIL MUSIC REGION 18.
2. Invoice printed from uilforms.com, "review entries" page.
3. Recording check is now to be made payable to: UIL MUSIC REGION 18, and included with your entry fee check, and mailed by the contest entry deadline. See your Invoice 1A

**** 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 hard copies of the contest forms.
- 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 Executive Secretary 15 days prior to the contest, that group (or groups) will not be allowed to participate in the contest.**

IF AN ENTRY IS NOT POSTMARKED BY THE ENTRY DEADLINE DATE, THE FOLLOWING LATE CHARGES WILL APPLY:

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 or on the day of the contest. All late entries will be subject to a reprimand by the Region 18 Executive Committee.

Organization Events

\$50 for a late entry fee for each organization, as described above.

All late entries will be subject to a reprimand by the Region 18 Executive Committee.

PLEASE NOTE: An official Form #1 (on buff paper), signed by your principal or superintendent, listing the participating students, is due before the group performs on the day of contest.