

**Directors' Checklist for Area C (small schools)
(Regions 4, 9, 10, 19 & 21)**

Attention Directors: Bring the following paperwork with you and turn it in to the press box when you get to the stadium.

1. Area Marching Band **OFFICIAL ENTRY FORM** downloaded from web site, filled out, signed by your Principal (or Superintendent) and dated.
2. An **ENTRY FEE CHECK** for \$300.00 made out to “Area C UIL Music.”
3. **ANNOUNCER'S SCRIPT** downloaded and filled out containing information about your introduction and performance for the contest. (You can use the one from your Region contest if the information is still the same and you retained a copy.)
4. You should have provided a **VIDEO RELEASE FORM** to Media Associates at (936) 634-8749 or lmiller@msgpr.com. A copy of your release form from Region should be ok.
5. I will print the **AREA COMMENT SHEETS** for both prelims and finals (if necessary).
6. A **MAP** to of the contest site in included in your director's packet provided at Region. Familiarize your students with the various facilities available for use, i.e. the “Band Entrance/Exit Gate” to be used by bands only (chaperones /drivers will enter through the patrons gate with their tickets.) Also, students must retain their hand stamp for re-entry through this gate or be in uniform. Restrooms have a limited changing area, so you may want to arrive in uniforms.
7. Download and read the **GENERAL INFORMATION** included in your packet and also posted on your Region web site.
8. Download and read the “**LOCAL GROUND RULES**” included in your packet and also posted on your Region web site.

AT CONTEST, YOUR STUDENTS WILL FOLLOW THIS SEQUENCE:

CONTEST ROUTE

1. Assemble in Uniform at your buses.
2. Student guides will walk with you to the “Warm-Up” area
3. Leave the “Warm-up Area” and move to the “Band Entrance Gate” (see map).
4. Enter the gate to the performance field and perform.
5. After the performance, move through the exit gate (see map).
6. As you pass through the Exit gate, students will have their hand stamped to allow reentry into the stadium.
7. Walk around the outside of the stadium and return to your buses to secure band instruments.

STUDENT REENTRY INTO THE STADIUM:

1. If possible we will set up a special entrance gate for the students.
2. If not, enter through the regular patron entrance gate.
3. Show their stamped hand and pass through the gate.
4. Enter the audience area (press box side. quietly)

DIRECTORS' INFORMATION:

The Contest Office will be located in the Press Box.

Bring all forms, checks, etc., to the Contest Office when you arrive.

At the conclusion of the last band to perform in the Prelims and finals, be ready to assemble (one director form each band) in the Contest Office to review the performance tabulations.

Have Drum Majors prepared for the "Drum Majors Review" after the Prelims and the finales if necessary

Have a plan in place should your band is selected for perform in the Finals. Students need to know what preparations are necessary and where to assemble for performance in the Finals. There will be a very short break between the prelims and the finals. The judges will be removed from site, and the first band will warm up at the entrance gate.

REMINDER: there will be a second "Drum Majors Review" after competition for the bands in the Finals.

AUDIENCE TICKETS

Inform your student's parents and fans who plan to attend the contest that there is a \$5.00 entrance fee for everyone school age and older. The gate fees pay for this event. Please give passes to chaperones only. Administrators and bus drivers will be admitted with proper identification.

CHAPERONE PASSES

You will be issued ten (10) chaperone passes and anyone you bring past this number will be required to purchase a ticket.

Also, remind those parents that do attend with children the importance of this contest and the necessity for orderly conduct, and lack of any disruption or distraction that might affect a band's performance at contest. Releasing Balloons at Area Marching Contest is a violation of UIL Rules.

Be aware of and abide by ALL rules that may apply to this contest.

You may contact me at: (936) 462-1314 (this is also a fax #) or at jimhagood@suddenlink.net

The day of Contest you can contact me on my cell: (935)569-3276