

MEMORANDUM

DATE: March 11, 2010
TO: UIL MS C & SR Participating Band Directors
FROM: Hugo Gonzalez, Ex. Secy.
RE: C & SR Contest Schedule & Information

Please read the following to insure a smooth running contest:

Report to contest site at least half an hour prior to your warm-up time. Come by the Contest Office to turn- in:

1. 3 sets of original scores (measures numbered)
2. 2 seating charts for your band

Your band may move to your designated warm-up room as soon as it becomes available. Each band has a warm-up (NOT REHEARSAL) time allowance (check schedule). You will be asked to vacate warm-up room 15 minutes before your performance time in order to set up on stage. If you use risers, bring at least 4 helpers, not your drummers as they need to set-up themselves, to set-up/take-down within your allotted time. **THE HOST SCHOOL WILL NOT HELP YOU!!!!!!**

We ask your cooperation with the schedule so that it will not be any longer than necessary. Please instruct your students, prior to coming to contest, as to what procedures you will be following at the contest. Do not take extra time to do this on stage or in the sight-reading room! Your group will be announced and you have one (1) minute to begin your performance.

Comment sheets, scores, recordings, and awards may be picked up in the Contest Office as soon as available.

Note the facilities at: VALLEY VIEW HS LA JOYA HS AUDITORIUM

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| 1. Warm-up Room A –DANCE STUDIO | 1. Warm-up Room A – MARIACHI HALL |
| 2. Warm-up Room B – MARIACHI HALL | 2. Warm-up Room B – BLACK BOX |
| 3. Performance – STAGE | 3. Performance - STAGE |
| 4. Sight-Reading – BAND HALL | 4. Sight-Reading – BAND HALL |
| 5. UIL Office - DRAMA HALL | 5. UIL Office – TUBA ROOM |

Equipment available is as follows:

1. Warm-up Rooms – chairs, stands (bring your own tuner)
 2. Stage – chairs, stands, podium, bass drum, 4 tympani (bring your own mallets)
 3. Sight-Reading Room – chairs, stands, podium, bass drum,(bring your own mallets)
- Equipment you will need in the Sight-Reading Room is listed on uilmusic15.com web-site under Band.

Please call me ASAP if you are going to “DNA” a group. If groups are canceled, the contest schedule will be adjusted accordingly. Be prepared to move up if necessary. Look at schedule on web-site for changes. Also, be prepared to go into your warm-up room as soon as it becomes available. If parents or school personnel want to listen to your group, advise them to be there at least 30 minutes prior to your performance time as your group may be performing earlier than scheduled. Thank you for your cooperation on the schedule.

Please be courteous to directors and/or students helping us with this contest. Not many directors are willing to offer their facilities and have their students work, so do not discourage the few who do by being discourteous to them. Any problems/comments you may have related to this contest should be directed to the UIL Office.

REMINDERS:

1. Tuner
2. 3 Scores – measures numbered
3. 2 seating charts
4. 4 Helpers for risers (these boys could carry tuner, run errands for you, carry box of music so that your students' music makes it to the contest, help drummers, etc.
5. Box for students' folders to pass out at warm-up room and to place at door for students to drop off their folders before going into Sight-Reading Room.
6. Mallets for percussion
7. Tool/reed box

Phone numbers: bus transportation _____

bus driver's cell _____

head/assistant director _____

School principal _____

Restaurant _____

Hugo 821-0640

If you have any questions, call me at (H)686-8080 OR (C) 821-0640