

National Youth Concert Registration Packet



Reseller Information Form

Company_____

Primary Contact_____

Billing Address_____

City_____ State_____ Zip Code_____

Shipping Address (no P.O. Box)_____

City_____ State_____ Zip Code_____

Phone_____ Ext._____ Fax_____ Ext._____

E-mail Address_____

Choice Music Events reserves the right to communicate with conductor regarding details pertaining to their National Youth Concert performance.

Information and Registration Packets for these events can be found at www.choicemusicevents.org or by calling 888.399.3440.

Showcase of Music

Multiple cities across United States

National Youth Concert

*Carnegie Hall, New York, New York
Chicago Symphony Center, Chicago, IL*

Performance Of Record

Dallas and San Antonio, Texas

Remember The Heroes

Pearl Harbor, Hawaii

Honors Concert Series

*Premier Performance Halls
for High School, University,
and Professional Groups*

Chamber Choir Festival

Houston, Texas

National Youth Concert Registration Form

Organization Name (exactly as should appear in publicity) _____

Shipping Address (no P.O. Box) _____

City _____ State _____ Zip Code _____

Primary Director Name (exactly as should appear in publicity) _____

Main Phone _____ Ext. _____ Direct Phone _____ Ext. _____

Primary Director's Mobile Phone (will only be used for emergencies during trip) _____

Primary Director's E-mail Address _____

Tour-Operator _____

Main Phone _____ Ext. _____ Direct Phone _____ Ext. _____

Please complete all information exactly as it should appear in publicity materials.

Ensemble Name	Director First Name	Director Last Name	# of Performers
_____	_____	_____	_____
_____	_____	_____	_____

Select a National Youth Concert Date and Package Options

March 14-15, 2012

Pricing is subject to change pending 2011 costs from Carnegie Hall.

CARNEGIE HALL - New York, NY	Price	Qty
PERFORMANCE AT CARNEGIE HALL: Per Ensemble - Instrumental (80 performers, maximum)	\$18,500	
PERFORMANCE AT CARNEGIE HALL: Per Ensemble - Choral	\$18,500	
TOTAL PERFORMING STUDENTS: Admission to Concert	Free	
ADULT AND NON-PERFORMING STUDENTS: Admission to Concert	\$10.00	

A Complete Registration Should Include:

1. Signed and completed Registration Packet
2. \$250.00 Registration Deposit
3. Two Audition CDs

Mail to:

Choice Music Events
National Youth Concert
10701 Upland Avenue
Lubbock, TX 79424

Reseller Signature _____ Date _____

National Youth Concert Rules and Guidelines

THE AUDITION:

Cd Recording:

Recording format is CD or CD-R.

Two CD masters should be submitted.

CD should be labeled as follows:

Organization Name

Conductor Name

Track Number, Title, Movement, Composer, and Arranger of Each Selection

Each selection must be a continuous performance which was recorded at a concert, festival, or contest. Multimovement works must be recorded from a continuous performance. Recordings should not be edited after the performance except to remove announcements and introductions. Engineering, editing, or tampering with the recording in any way is not allowed.

Music Requirements:

Concert Band - One march and one concert selection

Instrumental Jazz Ensemble - Two selections in contrasting styles

Orchestra - Two selections contrasting in historical period, styles, and tempo (no solo repertoire)

Concert Choir - Two selections in contrasting styles

THE CONCERT:

Educating:

While most Americans have heard of the National Youth Concert performance venues, many do not know why a performance in such venues are a once-in-a-lifetime experience. Educate your students and community in regard to these amazing venues. Encourage them to research the history of the respective hall and the musicians that have performed on its stage.

Programming:

Each ensemble will be given 40 minutes to perform their entire concert program. This time includes an on-stage warm-up, special tuning, breaks between movements, and time between selections. There will be a 20 minute set change between ensembles.

Creating the perfect program for a National Youth Concert performance is a task that demands careful consideration. As a general rule, a thoughtful conductor will select a program:

which features the strengths of your ensemble
that is enjoyable for an audience of parents and young musicians
written by recognizable composers
that is not too difficult for the ensemble
of the appropriate length

In addition, it is important to consider the duration of your program based upon the ability level and endurance of the performers.

Without the rules and restraints of a traditional music contest or festival, you are encouraged to explore exciting options such as featuring a soloist (student or professional) or having a composition commissioned for the ensemble.

Publicity:

Depending on the performance venue, Choice Music Events will advertise your performance on the venue's website and with a poster that will be posted outside of the hall in the days leading up to the concert. A photo of the ensemble, the conductor photo and bio, performer names, and program information may be included in the concert program. It is the conductor's responsibility to provide accurate information within the timeline specified. Ensembles are not permitted to distribute any additional printed materials at the performance venue. All requested materials are due 60 days prior to the performance date.

Please Read Appropriate Addendum For Specific Information About Your National Youth Concert Performance Venue

Reseller Signature _____ Date _____

Conductor Signature _____ Date _____

Organization/Group _____

CME Signature _____ Date _____

Addendum A: National Youth Concert at Carnegie Hall (pg1)

Please submit the following information in Microsoft Word Format at least 60 days prior to the performance:

Choice Music Events reserves the right to edit all submitted material prior to publication.

Ensemble Information

Name of Ensemble
Conductor(s)
Guest Artist(s)
Accompanists
Ensemble/Organization info

Artist Information

Conductor Biography
Accompanist Biography
Guest Artist Biography
Names of Performers
Name of School Principal

Repertoire

Selection Titles
Composer Names
Program Notes
Performance Time

In addition, include any special thanks or acknowledgments. These may be read aloud prior to your performance on stage as well as included in the PLAYBILL.

Please submit a high resolution digital photo (300 dpi or greater) of the performing ensemble, guest artist, accompanist, and conductor(s) in concert dress. It is highly recommended that you have a professional photo of yourself and your ensemble made specifically for the publicity of this event. These photos may be used in the PLAYBILL and on the 3-sheet poster which may be placed on the outside wall of the performance venue.

Backstage Security List:

Please submit the following information in **alphabetical order** by **last name** in Microsoft Excel Format.

Last Name	First Name	Instrument	Gender
<i>Doe</i>	<i>John</i>	<i>Tuba</i>	<i>Male</i>
<i>Jones</i>	<i>Susan</i>	<i>Flute</i>	<i>Female</i>
<i>Smith</i>	<i>Philip</i>	<i>Tenor</i>	<i>Male</i>

Please submit a DVD of your full performance, including entering and exiting the stage.

Stage Setup (Instrumental Groups Only):

Complete the blank setup sheet of Stern Auditorium included at the back of this addendum. Percussion equipment must remain as shown on the diagram due to time limitations during both the sound check and the performance. Ensembles will use the basic concert arcs shown on the setup form and risers are not permitted. Setup changes are not permitted on site. Please submit your stage setup 60 days prior to the performance.

Performance Details:

A National Youth Concert should be approached with the utmost professionalism. In addition to ensuring that the music is performed at the highest level, it is important that the performers have multiple rehearsals of the entire "National Youth Concert experience" before departing for their trip.

No photographs or recordings are allowed. Management will cancel performances without refund if this policy is violated. All chaperones, parents, and students must be informed of this policy.

Arrival

When an ensemble arrives at the stage door, it should be organized and collected. Upon entering the building, all performers should act like professionals. The staff at Carnegie Hall is not comprised of nurturing academics. Instead, they consist of one of the finest concert production teams in the world. They will have little patience for anything less than professional behavior.

Equipment

Chairs, music stands, a director's podium, an acoustic piano, chimes, concert bells, a xylophone, a marimba, a vibraphone, four timpani, a large gong with stand, and a concert bass drum will be provided for instrumental concerts. All other equipment and accessories are the responsibility of the performing ensemble. Students assume all responsibility for bringing sticks and mallets. Choice Music Events can provide information and assist you with the rental of additional equipment.

Choral risers, music stands, an acoustic grand piano, and a director's podium will be provided for choral concerts. All other equipment and accessories are the responsibility of the performing ensemble. An expanded sound system is not provided and not recommended.

Sound Check

Each performing ensemble will be given 20 minutes for an onstage sound check. No one is allowed in the front of house during this period, and only participants listed on your security list will be allowed backstage during the sound check. Remember that the Perelman stage of Stern Auditorium at Carnegie Hall is not an appropriate place for a music rehearsal. Use the sound check to confirm your stage setup and familiarize the performers with the acoustics of the room so that they will be comfortable when performing.

Addendum A: National Youth Concert at Carnegie Hall (pg 2)

Getting On Stage

The instrumental concert begins the moment that the performers enter the stage. Once seated, musicians should perform an individual warm-up to ensure that everything is in working order. When the concertmaster stands, the ensemble should become silent and await a tuning note from a pre-selected member of the ensemble. Once the note is given, the principal players should tune, followed by the rest of each section. When the ensemble has had enough time to match pitch (usually 30 seconds or less), the concertmaster should be seated.

The choral concert begins the moment that the performers enter the stage. Once in place, the performers should remain silent and await any additional preparation or prompting from the conductor.

When the ensemble is settled, a brief introduction will be made (2-3 minutes). As the announcer leaves the stage, the conductor will enter, acknowledge the audience, and begin the performance.

Performance

Ensembles are allowed 40 minutes on stage including tuning and breaks between movements and pieces. The conductor should acknowledge the audience when applause is given. In addition, it is acceptable to ask featured individuals or sections to stand and be recognized at the end of a selection. At the conclusion of the concert, the entire ensemble should be asked to stand and be recognized.

Pauses between pieces should allow time for the performers to reset their music and instruments, but should not be long enough to create an uncomfortable silence for the audience.

Conductors should not speak to the audience. If specific information is to be conveyed, it should be forwarded to the announcer with the program notes to be included in the introduction.

Award Presentation

Prior to the final selection, the announcer will make a brief (1-2 minute) presentation to the ensemble and the conductor. At this time, the ensemble will be presented with a shadowbox to commemorate their performance.

Scheduled Observation

Serving as an audience member will enhance the overall National Youth Concert experience for everyone involved. It provides students the opportunity to hear outstanding ensembles perform in a world-class venue and ensures ample, educated audience members for each performance. Each ensemble will be assigned scheduled observation time once the performance schedule is set.

Performers will be ushered through the interior corridors to expedite passage from the front of house to the backstage area.

Parents and Guests as Audience Members

All audience members will enter through the main entrance. Every performer, conductor, guest, and parent must have a ticket to enter the auditorium.

Tickets may be purchased from Choice Music Events prior to the day of the concert for \$10 each. Tickets may also be purchased from the performance venue's box office on the day of the concert. Tickets for performers are included in the performance package and do not need to be purchased separately.

Photography, Sound Recording, and Video Recording

House policy strictly prohibits the use of photography, sound recording, or video recording devices on the Carnegie Hall premises without the express written consent of Choice Music Events and the house management. Anyone observed using or possessing this equipment may be asked to leave the premises, have the equipment confiscated, and/or fined. Management will cancel performances without refund if this policy is violated.

Reseller Signature _____ Date _____

Conductor Signature _____ Date _____

Organization/Group _____

CME Signature _____ Date _____

National Youth Concert Contract

The undersigned customer (Group) and Choice Music Events (Provider) hereby enter this contract and agree to the following terms and conditions, including the terms, conditions, and selections indicated on the attached Package Options form:

- \$250.00 deposit is due at the time of application. This fee will be refunded if your ensemble is not selected.
- 25% of estimated charges are due no later than 9/15/2011
- 50% of estimated charges are due no later than 12/15/2011
- 75% of estimated charges are due no later than 1/15/2012
- 100% of estimated charges are due no later than 2/15/2012

• If payments are not made according to the payment schedule, registration may be Canceled. Registrations may be reinstated by Provider, at its option, upon receipt of payment. This may affect the availability of goods and services. Rush shipping and handling fees may be incurred.

• Tickets and vouchers will not be delivered to Group if an outstanding balance exists.

• When registering less than 60 days prior to scheduled departure date, a late registration fee of \$225.00 plus a rush shipping and handling fee of \$25.00 will be added.

• Any excess funds will be applied as an account credit toward future charges unless a refund check is requested in writing.

• Returned checks are subject to a \$25.00 processing fee.

2. CHANGES AND CANCELLATION

All cancellations and changes in number of attendees and package inclusions must be made in writing and signed by the Group Leader. Upon receipt of written notification of package changes, charges will be applied as follows.

• The date that written notice of cancellations or changes is received in the Provider's office will be the date from which charges will be based.

Time Period*	Entire Group Cancellation/Attrition Charges
60+ days prior to concert date	\$10,000.00
0-59 days prior to the arrival	100% of estimated fees

If Group makes any changes less than 45 days prior to the festival, rush shipping and handling fees will be incurred.

Invoices are subject to a final audit conducted within 60 days of completion.

3. AGREEMENT TO PARTICIPATE/USE OF MEDIA

Submission of this contract indicates that, if selected, the ensemble will perform and participate in the selected package at the CME National Youth Concert. The undersigned irrevocably grant to CME, its agents, licensees and assigns, the right to use any and all media in any and all forms; the Group's, the member's, and the director's names, likeness, photographic prints; and any reproduction of their sounds, performance, or appearance while attending the CME event, for any purpose including promotion, advertising, or otherwise.

4. RESPONSIBILITY AND LIABILITY

4.1 Provider shall not be held liable, in whole or part, for any damage or injury to persons or property, including damages arising from acts of negligence by any vendor or member of a Group unless such damage is caused by the gross negligence of Provider. The Group accepts responsibility for all property or monetary damages caused by its members.

4.2 Provider shall not be responsible for events beyond its control, such as, without limitation, acts of God, strikes, acts of war or terrorism, government restrictions, or for acts of omissions of persons or companies not controlled by Provider, such as, without limitation, air carriers, bus companies, railways, and hotels. Provider and its officers, directors, employees, and agents are hereby released from all claims arising out of such events, acts, or omissions.

Authorized Signature _____ Date _____

Organization/Group _____

CME Signature _____ Date _____

National Youth Concert - Frequently Asked Questions

When will we know if we have been accepted?

The Choice Music Events selection committee meets 3 times per year (Fall Semester, Spring Semester, and Summer). Your packet will be reviewed at the selection committee meeting after which it is received. All applicants that submit an application will be notified immediately following the meeting.

Is the National Youth Concert adjudicated?

No. The only adjudicated portion of the National Youth Concert is the audition process. Once selected, ensembles are encouraged to focus on presenting the best possible musical performance without regard for the competitive element of musical selections.

What time will my ensemble perform?

Performance times will be assigned 45 to 60 days prior to performance.

Is transportation included in the package price?

The package price does not include any transportation. We encourage conductors to contact a professional student youth travel planner to assist with trip planning and coordination.

What is the appropriate attire for the National Youth Concert?

For the performance, groups must wear uniforms or concert dress.

Will we have an audience for our performance?

Choice Music events will try to arrange for each performing ensemble to listen to another performing ensemble. This ensures that every group will perform for a knowledgeable and respectful audience.

Can we purchase CDs or photographs of our performance?

Due to each hall's strict licensing agreements, it is not possible to sell media of any type from the concert performance. Each ensemble will receive a master CD and a master photograph for archival purposes. Duplication of the archival media is prohibited.

Can we take our own photographs or video recordings of our performance?

Due to each hall's strict licensing agreements, it is not permissible to video or photograph inside the auditorium.

Can more than one ensemble "share" a performance slot?

No.

Are there exceptions if we have more than 80 performers in one performance slot?

Only choral ensembles will be allowed more than 80 performers.

National Youth Concert Letter of Acceptance

If selected, Choice Music Events would like to send letters of acceptance to your principal, superintendent, or local newspaper upon your acceptance. This letter would be sent on your behalf in praise of your group.

Letter #1:

Dr. Mr. Mrs. Ms.

Name: _____

Address: _____

Letter #2:

Dr. Mr. Mrs. Ms.

Name: _____

Address: _____

Letter #3:

Dr. Mr. Mrs. Ms.

Name: _____

Address: _____

