

# MTVA Choral Festival 2017

Good Day, Directors!

This letter will briefly introduce you to the process of registering for this year's MTVA Adjudicated Festival. The High School dates are **February 21-24 with a Snow Date - Feb. 27**, and the Elementary/Middle School dates are **February 28-March 2 with a Snow Date – March 3**. The Chairperson for the High School event is **Wendy Payne** ([paynew@rcschools.net](mailto:paynew@rcschools.net)) and the Co-Chair Person is **Laura Coppage** ([coppagel@rcschools.net](mailto:coppagel@rcschools.net)). The event will be held at **First United Methodist Church in Murfreesboro**.

**First step:** Review the MTVA Handbook for the Guidelines for the festival. There is a link to this information on this page. These pages tell you how many selections to prepare, as well as information on sightreading (there's even a sample sightreading packet available!) **Pages 26-28 of the MTVA Handbook**.

**Second step:** Get registered. Know your deadlines. The deadline to register for the High School festival is **January 20, 2017!**

At registration, you will need to know how many singers are in each ensemble. You must pay for a minimum of 21 members. Groups smaller than that are encouraged to participate in the Solo/Ensemble festival (see separate section), or they may participate in this event as long as they are willing to pay for the minimum of 21 members.

**Registration is online.** Your registration is not complete until your payment is received, and it must be POSTMARKED by the deadline given.

If you have any **special requests** for scheduling, you **MUST** include that information when you register to avoid problems later. We cannot guarantee we can schedule your special request if it is not included on the registration form. If it is included with the online registration, we will do everything we can to accommodate your request. Be aware that **MOST** schools request between 10:00-2:00 due to bus schedules, so if you have a location and transportation available that would allow you to be flexible outside these times, please do that.

**Third step:** Prepare your groups. Look at the sample judging form so you'll know how the judges will be scoring your group. Review the Handbook guidelines for what selections may **NOT** be used, as well as when you can repeat selections you have done in the past. Also, use the sample sightreading packet to help you prepare for the sightreading portion of the event (see handbook for those requirements, as well).

**Fourth step:** Field trip details (based on your system's requirements) - fill out your Field Trip permission forms as specified by your county; schedule your substitute; arrange your transportation, etc.

**Fifth step**: The day of the event! You'll want to arrive at least 30 minutes prior to your scheduled time, and you are encouraged to come earlier than that to allow your students time to hear some of the other groups as they are performing in the sanctuary (be careful to observe etiquette of only entering/exiting the sanctuary when there is NOT a group on stage).

Make sure you have 3 (three) original copies of all of your music for the judges. **Photocopies are NOT allowed** and may disqualify your group (unless, of course, you have permission to make the copies and it is clearly marked on the copies). You will turn in your judge's music, along with the completed registration form at the registration desk when you arrive. Make sure you have **4 (four) copies of the form** (one for each judge, and one for the announcer). There will be a place on the registration form if you are using downloaded music from a website like CPDL, St. James Press, or any of the others.

First United Methodist Church has been gracious to allow us to be their visitors, so we ask that Directors take responsibility to make sure your students behave themselves appropriately (and quietly), picking up after themselves (in the sanctuary, in the bathrooms, etc.). There should be NO FOOD in the sanctuary. Period. We want to be welcomed back to this lovely facility.

Pictures – as of this writing, it is unknown whether group pictures will be available this year, but if they are, we will let you know as soon as we know. We are considering taking a group photo from the balcony right as soon as the choir is in place ready to perform. In the past the group photo was taken after the sightreading and it took about 20 minutes. When there is a plan in place, you will receive that information.

**Schedules** – you'll receive a complete schedule several days prior to the event. Once you get that, you'll want to finalize your details for arrival.

Q - How long will my group be there?

A – If your group arrives 30 minutes prior to their performance time, they should be done in about an hour and a half.

1. Warm-up –20 minutes prior to performance
2. Performance –15 minutes allowed for this
3. Sightreading –15 minutes allowed for this
4. Group picture (if available) – about 20 more minutes – possibly

Documents you need to view (all available at [www.mtva.org](http://www.mtva.org)):

- Handbook Guidelines
- Registration Form (to be turned in at the registration desk when you arrive)
- Judges Bios
- Sightreading Sample packet
- Directions to FUMC
- Floor plan of FUMC
- Schedule (will be available several days prior to the event)

If you have questions that have not been covered, please contact the Chairperson so that we can assist you.