

# Atlantic-Bay-Mountain Region #19

## Convention and Competition



Ocean City, MD

April 28 – May 1, 2011

# 2011 REGIONAL CONVENTION

## DEADLINE SCHEDULE

Forms and fees must be **RECEIVED** by the indicated deadlines.

DUE DATE	FORM	SUBMIT TO	REQUIRES PAYMENT	Mailed: (date)
2/28/2011	Registration	Peggy Reno	Yes	
4/8/2011	Late Registration	Peggy Reno	Yes	
2/28/2011	Housing	Marie Decker	No	
2/28/2011	In-Chapter Host	Cheri Bowers	No	
2/28/2011	Photography Orders	Cheri Bowers	Yes	
2/28/2011	Chorus/Quartet Video Orders	Cheri Bowers	Yes	
2/28/2011	Director Video Orders	Cheri Bowers	Yes	
2/28/2011	Special Assistance Request	Eve Sclawy	No	
3/14/2011	Function Space	Helen Watt	No	
3/14/2011	Riser Rehearsal Request	Linda Brown	No	
<b>2/28/2011</b>	<b>Quartet Entry Blank**</b>	<b>INTERNATIONAL</b>	<b>Yes</b>	
<b>3/1/2011</b>	<b>Chorus Entry Blank**</b>	<b>INTERNATIONAL</b>	<b>Yes</b>	
<b>4/29/2011</b>	<b>Competing Member List***</b>	<b>Bring to Chorus Briefing</b>	<b>No</b>	

\*\* These forms are mailed to you from International. Chorus & Quartet Entry Forms must be RETURNED to International.

\*\*\* This form is mailed to you from International, but MUST be completed, signed by appropriate officials and **TWO COPIES** turned in at the Chorus Briefing in order to compete. You must use the

form that International supplies.

## 2011 COMPETITION INFORMATION

### International Updates and Notes

Each year Sweet Adelines International makes updates to the "Competition Handbook" and distributes them to the Chapter Team Leadership/Presidents and Directors and Registered Quartets. Choruses and Quartets are strongly advised to carefully review the most current publication of the Competition Handbook which is issued by International. A current copy may viewed online at <http://www.sweetadelineintl.org/pdf/competitionhandbook.pdf>

In early December an email went out from International to many Choruses and Quartets with Epackets for the upcoming Regional Competitions. **EVERYTHING** you need to know including the option to register online (opened December 15th) can be found here. If you have not already done so, **we strongly recommend you take a look and review the information** (much of which is repeated in this Handbook). The links are

<http://www.sweetadelineintl.org/pdf/CHORUSCOMPETITOREPACKET2011.pdf> and

<http://www.sweetadelineintl.org/pdf/EQUARTETCOMPETITORINFORMATION2011>.

International distributes to various convention personnel, updates of changes that may affect this year's competitions and reminders that may help as you prepare which the Region publishes in this Convention Handbook. Please take the time to read this information and feel free to contact the Competition Coordinator if you have questions or need clarification

- **International Entry Fees:** Quartet Entry fee is \$100 and Chorus Entry fee is \$150 with a \$100 late fee being added for entries received after the deadline.

**Music/Copyright Clearance:** All music must have cleared the copyright process.

- Failure to use cleared arrangement may result in disqualification. By signing the entry blank, all choruses and quartets warrant that they have obtained appropriate clearance permission for the arrangements they plan to sing. Please refer all questions to the Director of Music Services, Carol Schwartz for handling.

- **Withdrawals:** If any chorus or quartet has to withdraw, a written withdrawal notice (email is acceptable) must be received at International headquarters. A phone call is **not** sufficient.

- **Competing for Evaluation by Video:** Choruses have the option of competing for evaluation only by video tape. Choruses choosing this option will be required to pay the usual competition entry fee. The official panel will evaluate the tapes prior to each regional competition. This process **does not** replace the existing competition rules requiring choruses to compete every three years in order to maintain their charters. Detailed information will be sent to all choruses from International.

- **Dual members:** The International Board of Directors has revised the policy allowing dual members to compete with more than one chorus in the same contest. There will not be any special considerations in the draw unless the member is a director of one of the choruses.

- **Use of Props:** Use of props is no longer a penalty but is addressed through the Showmanship Category

### Chapter Banners

We are no longer permitted to hang banners at the Convention Center. Please do not bring banners to contest.

## Contest Entries

Entry Blank Forms are mailed from International Headquarters to Registered Quartets and Chorus Presidents/Team Leaders on or about January 13, 2011. These forms **MUST BE RECEIVED AT INTERNATIONAL HEADQUARTERS IN TULSA** with the appropriate entry fees (\$100 for quartets; \$150 for choruses) no later than February 28, 2011 for quartets and no later than March 1, 2011 for choruses. If the entry form is received after the entry deadline, that quartet or chorus will be considered a "late entry" and will be eligible to compete only after paying an additional late entry fee of \$100. Late entries will not be accepted later than 45 days prior to the competition (March 15 for quartets and March 16 for choruses). Contestants whose late entries are accepted by International Sing at the beginning of the designated riser configuration session, prior to those contestants included in the official drawing for order of appearance.

## Mailboxes

We're going to try something new this competition. Instead of using the "paper mailboxes" we've used previously, the RCSC would like to encourage choruses and quartets to send good luck wishes electronically. Over the past couple of years, most of the messages left in the mailboxes have not been picked up. We're hoping this change will help us let our friends in other quartets and choruses know we're thinking of them before competition weekend.

## Order of Appearance:

The drawing for order of appearance for both competitions is scheduled for March 7, 2011 at International Headquarters. The order of appearance will be posted on the Sweet Adeline International home page at [www.SweetAdelineintl.org](http://www.SweetAdelineintl.org) and the regional website at [www.region19sai.org](http://www.region19sai.org).

## Pattern:

Complete instructions, a time schedule, the order of appearance, and a traffic pattern will be sent to Chorus Presidents and/or Team Coordinators, Directors, and Competing Quartets a few weeks before contest weekend.

## Quartets:

Your quartet's name and personnel must be registered (Form QR-1) with International Headquarters no later than January 15, 2011 to be eligible to enter to compete or perform for evaluation in this year's Regional Competition. Quartets registering after January 15 will be assessed an additional \$50.00 processing fee and must be registered prior to your region's late entry date (45 days prior to the regional quartet contest date).

## Quartet Chorus:

To be eligible to perform with the Quartet Chorus, you must be a member of a **registered** quartet or a past champion, a member of the quartet chorus, and are required to attend one of the scheduled Quartet Chorus Rehearsals on Thursday, April 28<sup>th</sup> or Friday April 29<sup>th</sup> at the Princess Royal in a room to be designated at a later date. Please note that rehearsal will be on flat floor this year.

## Recordings:

Sound recordings will be distributed in CD format. Video recordings will be distributed in DVD format. We are also offering (for an additional fee) DVD recordings for Directors of their "performance". ***Please Note: It is a violation of copyright law to make copies of DVD's from this contest.***

## Registration and Housing Forms:

**Registration and Housing forms MUST be typed in alphabetic order by last name.** . Both forms will be available in Word form from the Member's Only section of the regional website ([www.region19sai.org](http://www.region19sai.org)). They may both be submitted electronically. However your registration will not be considered received until the check has been received by the Registrar. **In the event a registration form is not received with the appropriate payment, by the deadline of February 28, 2011, a \$10 late fee PER REGISTRANT will be assessed.**

## Riser Configuration:

**Two riser configurations will be provided and two drawings for the order of appearance will be held.**

The first drawing will include all choruses who have elected to compete on the Alternate riser configuration. These choruses will compete in the beginning of the contest. The second drawing will include all choruses who have elected to compete on the Standard riser configuration. These choruses will compete after those using the Alternate risers. There is no maximum size restriction as an eligibility requirement for choruses choosing the Alternate risers. Your chorus may elect to use the Alternate riser configuration if you feel you can comfortably fit your contestants on the Alternate configuration. If you do not designate your choice of configuration on your international entry form, your chorus will automatically be placed on the Standard riser configuration.

For the ALTERNATE RISER CONFIGURATION there will be no flat reverse center section. We anticipate using a total of four sections of **six-foot risers** with fourth step and safety rail. Four sections should comfortably accommodate approximately 50 chorus members. Choruses that have elected to use this configuration will compete in the first portion of competition.

For the STANDARD RISER CONFIGURATION we anticipate using nine sections of **six-foot risers** with a reversed center, fourth step, and safety rail. According to International Guidelines, nine sections should comfortably accommodate approximately 100 chorus members. Choruses that have elected to use this configuration will compete in the second portion of the competition.

Should it be necessary to make any changes to riser configuration (specifically riser footage size and/or number of sections) Chorus Directors and Presidents/Team Leaders will be notified at the earliest opportunity

Choruses changing riser designation after the initial draw for order of appearance will be assessed a \$50.00 fee and are included with late entries at the beginning of the competition session in question.

**Chorus and Quartet  
Stage Information:**

The contest stage is 62 feet long and 30 feet deep. Contestants will enter stage right and exit stage left. After exiting, contestants will return to stage right walking behind the back curtain to exit the stage area. WE WILL NOT BE USING A FRONT CURTAIN. The setback distance of the risers from the front edge of the stage will be determined by sound and lighting requirements.

**Transportation in  
Ocean City:**

Once again the Town of Ocean City is offering us free rides on their City Buses. Your Name Badge is your ticket to ride the bus. The buses run every 15 minutes between 6 AM and 10 PM and after 10 PM every 30 minutes.

## AWARDS

Only those awards designated by the International Organization (i.e., placements 1-5, the Midsize (AA) and Small (A) Chorus Division Awards and the Most Improved Chorus Award) may be announced or presented within the framework of the Regional Quartet and Chorus Competitions.

### Eligibility:

To be eligible to win ANY award based on performance, the contestant must have a total score of 400 points ("C+" level) or above with the exception of the Most Improved Award which does not require a minimum score.

### Midsize (AA) and Small (A) Chorus Divisions:

In addition to the current standard chorus competition, internationally sponsored chorus competitions will include the following divisions:

Small (Division A) Chorus	15 - 30 competing members on stage
Midsize (Division AA) Chorus	31 - 60 competing members on stage

Medals will be presented to the first, second, and third place choruses in both divisions. The five highest scoring first-place choruses among the small (A) and midsize (AA) divisional winners will be invited to subsequent year's Harmony Classic to compete in a small (Division A) chorus competition and a midsize (Division AA) chorus competition, respectively. **Since the 2009 International Convention, the maximum number of singing members on stage of Division A (small) choruses has been increased to 40 and for Division AA (Midsize) to 75. The Board recognizes that once a chorus wins an opportunity to compete at the International level, this is used as a membership recruitment opportunity. The rule change supports a chorus' opportunity to grow, but still maintains the integrity of the two divisions. This rule change does NOT affect regional competitions. Small choruses still compete with 15-30 singing members and midsize choruses with 31-60.**

### Regional Awards

**Regional Novice Quartet Award:** The purpose of this award is to honor the highest scoring Novice Quartet who has scored at least 400 points in Region #19 each year. Novice is defined as no more than two (2) members having competed together or separately, in any previous Regional or International Quartet Competition.

**Most Improved Quartet:** The purpose of this award is to recognize the quartet which shows the most improvement over last year. In order to be eligible for this award, quartets may only have 1 personnel change since last regional competition.

### Judging Panel

This year's Judging Panel:

SOUND:	Sally A. Eggleston
MUSIC:	Jean Flinn
EXPRESSION:	Nancy A. Field (Panel Chair)
SHOWMANSHIP:	Ruth Ann Parker
Panel Secretary:	Marilyn Cox

## HOUSING

### HEADQUARTERS:

#### Princess Royale

Ocean Front at 91st Street  
Ocean City MD 21842  
410-524-7777  
[www.princessroyale.com](http://www.princessroyale.com)

**ALL ROOMS IN BOTH HOTELS ARE NON SMOKING**

<b><u>Rates:</u></b>	1 bedroom suite	<b>\$129</b>	per night	
	+10.5% tax**	<b>\$13.55</b>		
	\$15.00/extra person per night over 4			
	2 bedroom condo	<b>\$259</b>	per night	2 bedroom condos cannot be reserved as non-sleeping hospitality suites
	+10.5% tax**	<b>\$27.20</b>		
	4 double beds/2baths			

\*There are a limited number of 2 bedroom condo units. They will be assigned on availability (no single chorus will be assigned a disproportionate number of condos) and in order or receipt. There is a \$15 additional charge for more than 4 people in a standard suite or 6 people in the condo units.

\*\*10.5% tax is based on 6% Maryland sales tax and 4.5% occupancy tax.

**NOTE:** Each room has an electronic safe for which there will be a daily charge of \$0.99 + tax. This fee is in addition to the fees quoted above.

**Please specify on the housing form if you need a handicap room.**

The Princess Royale **does not** have adjoining rooms.

Check In Time: 4:00 PM  
Check Out Time: 11:00 AM

Personal checks are **not** accepted by the Princess Royale for payment of housing. Credit cards accepted: MasterCard, VISA, American Express, Discover and Diners Club

A credit card is required to reserve a room. Upon departure, only ONE credit card will be accepted for payment. Hotel cancellation policy is 3 days before your reservation date. All changes or cancellations must go through Marie Decker, Housing Coordinator. If you must cancel a room, it must be done 3 days in advance of your scheduled arrival date or the hotel will charge your credit card for 1 night's lodging.

Based on hotel room occupancy on Thursday night, rooms cannot be guaranteed to be ready on Friday until the 4:00 PM published check in time. The hotels will make every effort to have rooms ready as soon as possible. However, checkout time is 11:00 AM for departing guests and all rooms must then be cleaned. If you plan to arrive before 4:00 PM, and if your assigned room is not ready, **the hotel CANNOT change room assignments.** There will be a place provided for you to store your luggage, so you may attend the scheduled activities until your room is ready.

For choruses arriving by bus, there is a \$2.00 in and out baggage handling charge (\$4.00 per person total). Please assign one person to handle payment to the Bell Captain (in cash) upon arrival and departure.

All suites at the Princess Royale have a fully-equipped kitchen including microwave, stove, refrigerator, coffee maker, dishwasher and normal kitchen items such as dishes, silverware, place settings, cookware, dishwashing detergent, dish towels and dish cloths. Kitchens are **not** equipped with coffee or coffee filters. All suites have a living room with a sofa bed and full bath with a wall mounted hairdryer. Each suite also includes an electronic safe and private balcony. The Princess also offers in-house grocery service, room service, in-suite pizza delivery, guest laundry, a convenience store, jewelry and gift shops, bell and valet staff, Just For Kids Program, ATM in the lobby, Olympic size swimming pool with whirlpool and saunas, exercise room and game room.

Schooners Restaurant is open from 7:00 AM to 1:30 AM. Dinner is served from 5:00 PM to 10:00 PM with "light fare" available after 10:00 PM

There is a free parking garage across the street with over 450 spaces.

On Saturday night, the indoor pool, sauna, and hot tub will be open until 2:00 AM

**Princess Bayside**

4801 Coastal Highway  
Ocean City MD 21842  
410-723-2900

[www.princessbayside.com](http://www.princessbayside.com)

**ALL ROOMS IN BOTH HOTELS ARE NON SMOKING**

**Rates:**

Hotel Room                                 **\$104** /night  
+10.5% tax\*\*                                 **\$10.92**

Standard Room has 2 queen beds & 1 bath

Deluxe Room has 2 queen beds, queen sofa bed, and 1 bath

\*\*10.5% tax is based on 6% Maryland sales tax and 4.5% occupancy tax.

**NOTE:** Each room has an electronic safe for which there will be a daily charge of \$0.99 + tax. This fee is in addition to the fees quoted above.

**Please specify on the housing form if you need a handicap room.**

Check In Time:                                 4:00 PM

Check Out Time:                                11:00 AM

Personal checks are **not** accepted by the Princess Bayside for payment of housing. Credit cards accepted: MasterCard, VISA, American Express, Discover and Diners Club

A credit card is required to reserve a room. Upon departure, only ONE credit card will be accepted for payment. Hotel cancellation policy is 3 days before your reservation date. All changes or cancellations must go through Marie Decker, Housing Coordinator. If you must cancel a room, it must be done 3 days in advance of your scheduled arrival date or the hotel will charge your credit card for 1 night's lodging.

Based on hotel room occupancy on Thursday night, rooms cannot be guaranteed to be ready on Friday until the 4:00 PM published check in time. The hotels will make every effort to have rooms ready as soon as possible. However, checkout time is 11 AM for departing guests and all rooms must then be cleaned. If you plan to arrive before 4:00 PM, and if your assigned room is not ready, **the hotel CANNOT change room assignments.** There will be a place provided for you to store your luggage, so you may attend the scheduled activities until your room is ready.

For choruses arriving by bus, there is a \$2.00 in and out baggage handling charge (\$4.00 per person total). Please assign one person to handle payment to the Bell Captain (in cash) upon arrival and departure.

All rooms have coffee makers, in-room safes and hair dryers. Standard rooms have small refrigerators and microwaves. Deluxe rooms have full kitchens. Room service is also available. The Princess Bayside has an ATM in the lobby, a heated indoor pool, and a game room. Finnigan's Restaurant and Pub off the lobby is open for breakfast, lunch, and dinner from 7 AM to 2 AM with light fare served from 10 PM to Midnight. It offers an American menu featuring chicken, beef and seafood. Indoor pool will be open until 2:00 AM

## **SATURDAY NIGHT SHOW OF CHAMPIONS**

### **PRELIMINARY SCHEDULE**

The Saturday Night Show lineup, schedule, and time allotments cannot be determined until contest results are released. Those eligible to perform will be:

Host Chorus

Most Improved Quartet

Most Improved Chorus

1st Place Small (Division A) Chorus

1st Place Midsize (Division AA) Chorus

Capri - 2011 3rd Place International Medalists

Maxx Factor - 2011 Sweet Adelines International Queens of Harmony

2011 Region #19 Quartet Champions

2011 Region #19 Chorus Champions

The Schedule for performers will be distributed directly after the chorus contest.

As the actual order of appearance for the show cannot be determined until results are announced, all performers are to arrive at the Convention Center in costume. If your chorus appears on the show and needs to be transported by designated buses, your chorus will be notified of the specific time to be picked up. The schedule for performers will be distributed directly after the chorus contest.

### **Saturday Night Parties**

There will be a Regionally-Hosted Party in the Palmetto Ballrooms & hallway at the Princess Royale on Saturday night.

In an effort to bring the members of the region together, Harbor City would like to encourage quartets to entertain in the ballrooms and surrounding area. The ballroom will be set up with a stage area and sound system.

We encourage choruses to have open hospitality rooms (share a room with your sister chorus). Invite everyone to visit and include invitations to quartets to perform (use the Regional Mailboxes).



## FORMS

All forms may be downloaded from the Member's Only section of the regional website: [www.region19sai.org](http://www.region19sai.org), password: abmr19

**The February 2011 deadlines below are the dates forms and fees must be RECEIVED!**

### FUNCTION SPACE

**Function Space  
Request deadline is  
March 14, 2011**

A Function Space Request Form is being mailed to Chapter Presidents/Team Leaders and RECs with this handbook.

All requests for function space must be made through the RCSC, and forms should be mailed or emailed to:

Helen Watt  
200 S Atlantic Ave, Haddonfield NJ 08033

H: 856-616-0249  
[helenjwatt@aol.com](mailto:helenjwatt@aol.com)

Function space (i.e. breakfasts, dinners, and hospitality rooms) will be assigned in conjunction with housing assignments. The hotel will contact all choruses that are requesting food functions. Please do not call the hotels. They will contact all the choruses once we provide them with the appropriate information. **PLEASE NOTE THE MAXIMUM TIME ALLOTMENT FOR OCCUPANCY IN FUNCTION SPACE WILL BE 2 HOURS**

**Please note also:** The hotels will not book any function space directly. All assignments will come from the RCSC, and the hotels cannot make any changes unless notified by the RCSC

### HOUSING

**Housing deadline is  
February 28, 2011**

**THIS FORM MUST BE TYPED**

A Housing Form is being mailed to Chapter Presidents/Team Leaders and RECs with this handbook.

Note: Please make additional copies based on number needed, and return one copy of the form if mailing

**All** room reservations must be made through the RCSC Housing Coordinator, Marie Decker. Housing forms should be returned to:

Marie Decker  
900 Kilroy Circle, Harrisburg PA 17111

F: 717-790-4531

**\*\*Housing Forms may be submitted electronically. The form will be available in a Word format on the Region 19 website ([www.reg19sai.org](http://www.reg19sai.org)). Please send it as an attachment to Marie Decker at [madeck@comcast.net](mailto:madeck@comcast.net)**

**All changes made to housing after the original deadline **MUST** be in writing via email or fax. **NO** changes will be made over the phone. If you call Marie with a change, it will not be made until it has been confirmed in writing. (Use the housing change form).**

**Americans with Disabilities Act** requires us to obtain the following information. If any of your members requires these special facilities, please indicate such on your Housing form (page 2).

- Do you require a wheelchair-accessible room?
- Do you have any disability that requires any special furnishing in your room?
- Do you require special assistance evacuating your room in case of an emergency?

**Hotels WILL NOT be assigned solely by date of receipt. Multiple factors must be assessed when housing is assigned. If you have a special request, there is a possibility that, in order to accommodate your request, you might not be housed with your chorus.**

Marie does her best to accommodate everyone. Please remember that this is a HUGH TASK so we ask that everyone be flexible.

## IN-CHAPTER HOST

In-Chapter Host  
deadline is February  
28, 2011

An In-Chapter Host Form is being mailed to Chapter Presidents/Team Leaders and RECs with this handbook.

Please select someone that we can contact (during convention weekend) should it be necessary to get any messages to your chorus in reference to schedule changes, etc. At the Chorus Briefing we will ask for the room number and cell phone number of the In-Chapter Host.

In-Chapter Host Form should be emailed to:

Cheri Bowers  
47 N Liberty St, Coopersburg PA 18036

C: 610-570-0071  
[ghlead70@ptd.net](mailto:ghlead70@ptd.net)

## PHOTOGRAPHY

Photography  
deadline is February  
28, 2011

Any photography order not **RECEIVED** by the deadline date will be subject to **a late fee of \$10.00**

### **NOTE: CHORUS PHOTOGRAPHY WILL BE DONE ON STAGE THIS YEAR**

Your chorus should have a pose prepared. When the lights go down after your performance, you should immediately strike your pose. **All chorus members will be responsible for making sure their face is in a window so it can be seen in the photo.** When the lights come back up, the pose should be held for 3-4 flashes. When the lights go down the chorus may come out of the pose and exit the stage.

Your chapter Photography form and ONE chapter check (payable to Atlantic Bay-Mountain Region 19) should be mailed directly to:

Cheri Bowers  
47 N Liberty St, Coopersburg PA 18036

C: 610-570-0071  
[ghlead70@ptd.net](mailto:ghlead70@ptd.net)

Please **DO NOT** send photography orders via certified or registered mail. However, please feel free to email or call Cheri to notify her that your order has been mailed.

A Photography Order form is being mailed to each Chapter President/Team Leader, and REC with this handbook and is also being mailed separately to each registered quartet (non-competing quartets may be photographed).

All photography orders are handled IN ADVANCE of competition. Please be sure your order is final before mailing. Any changes must be handled directly with the photographer AFTER competition.

It is important to include detailed costume descriptions on the order form. The photographer uses this information to match each proof with the order. Orders without descriptions may be returned.

Pictures will be mailed directly to each chorus or quartet approximately 6 weeks after competition.

**Cost of Photographs:**

**Color Pictures:**

Wallet	\$2.00	8 x 14	\$14
4 x 5	\$4.50	8 x 18	\$16
5 x 7	\$8.00	button	\$6.50
8 x 10	\$12	mirror	\$6.50
Keychain	\$6.50	(button & mirror are the same setting , one	
Magnet	\$6.50	has a mirror back the other has a pin)	

**Black & White Pictures:**

5 x 7	\$10.00	8 x 10	\$13.00
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(Although black & white photographs are offered, color photographs are preferred by most publications for publicity purposes.)

Black & White Publicity CD \$15.00

**NOTE:**

- The photo button/mirror accommodates quartets, small and medium choruses or part of the larger choruses.

When ordering photos, it is important to keep in mind the proportion of the group to the size of the print you are requesting. In other words, a wide narrow group is not in proportion to the almost square size of an 8 x 10 photo and would have floor and ceiling in the picture. **For this reason, a slim line photo is recommended for the larger choruses in which the narrow crop is proportionate to the wide narrow position in which the chorus stands.**

Medium choruses who are not using every step on the risers may consider doing so just for the photo pose if they prefer the 8 x 10 prints.

In every case, the photographer shoots from as close as possible to ensure he is getting the least floor and ceiling in the picture.

Pennsylvania residents please remember to add 6% sales tax.

All orders also take note of the \$5.00 Shipping charge.

**Quartets: Please take note that there is a \$35.00 minimum order requirement.**

Non competing quartets may have a photo taken. Please submit the Quartet photo order form and indicate on the form – *Non-Competing*. Please stop by the photography room close to the beginning of the intermission to have your photo taken.

# REGISTRATION

Regional  
Registration deadline  
is February 28, 2011

## THIS FORM MUST BE TYPED. THERE ARE SEPARATE FORMS FOR MEMBERS AND GUESTS!

The Registration Forms are being mailed to your Chapter President/Team Leaders and RECs with this handbook. NOTE: make additional copies based on number needed, and return one copy of the completed form, if mailing\*. Member names should be in Alphabetical order by **LAST** name.

\*These forms may be submitted electronically. Copies of the forms will be available on the Region 19 website ([www.region19sai.org](http://www.region19sai.org)). You may send the forms as an attachment to: [singreno@aol.com](mailto:singreno@aol.com). Your registration will not be considered received until the registrar has received your chorus check.

All members attending the convention are required to register (including non-competing members). **Registration for any person 25 years or under is half price.** Your registration and fee must be RECEIVED by February 28, 2011. If received after this date, your registrations will not be processed until applicable late fees are received. **Late fees are assessed on a PER REGISTRANT basis.**

### **Registration forms and a chapter check should be mailed to:**

Peggy Reno	H: 301-805-4810
13549 Youngwood Turn	W: 301-286-1894
Bowie MD 20715	<a href="mailto:singreno@aol.com">singreno@aol.com</a>

Do NOT send registration by certified or registered mail (save your money). However, you may call or email Peggy to verify that your registrations have been received.

### **Cost of Registration:**

Make ONE chapter check payable to:	Atlantic Bay-Mountain Region 19		
<b>Members:</b>	<b>\$65.00</b>	<b>Youth Member:</b>	<b>\$32.50</b>
<b>Guests:</b>	<b>\$70.00</b>	<b>Youth Guest:</b>	<b>\$35.00</b>

**Late Fee: \$10.00 per person**

### **Male directors pay the MEMBER Registration Fee.**

Registration includes: tickets to the Quartet and Chorus Competition, Show of Champions, and bus transportation.

**Please note:** The "Regional Registration" Form and the International "Entry Blank" forms are **two different forms**.

- The "Entry Blank" Form and entry fee must be returned to International by February 28, 2011 for Quartets and March 1, 2011 for choruses.
- The "Regional Registration" Form and registration fees must be returned to Peggy Reno by February 28, 2011.

**Late Registrations:** Any Regional Registration Forms not received by February 28, 2011 are considered late and must be accompanied by the **\$10.00 per Individual registrant late fee**. Registrations will be accepted until April 8, 2011. After that date, registration will be handled on convention weekend at the Sweet Adelines Registration Desk.

**Transfers:** Transfers will be accepted until April 8, 2011. After that date, any transfers will be handled convention weekend at the Sweet Adelines Registration Desk.

- Please use the special "Late/Transfer" Form supplied with this handbook. Mail or email to Peggy Reno and keep a copy for your records
- Transfers may be made from one person to another, but we **CANNOT** refund registrations.
- Transfers may be emailed or mailed.

**Americans with Disabilities Act** requires us to obtain the following information. If any of your members requires these auxiliary aids, please indicate such on your Registration Form.

- Do you require wheelchair seating in the auditorium?
- Do you require a seat nearby for a companion?

- Do you require special seating for any other disability? If yes, what type?

- Do you have a disability that requires special materials or services? If yes, please explain.

All requests for special seating are handled according to specifications. We cannot guarantee that persons requesting special seating will be seated with their chorus.

## **REHEARSAL TIME REQUEST**

**Rehearsal Time  
Request deadline is  
March 14, 2011**

A Rehearsal Time Request Form is being mailed to Chapter Presidents/Team Leaders and RECs with this handbook.

**All** requests for rehearsal time must be made through the RCSC Riser Rehearsal Coordinator. Mail or email the Rehearsal Time Request form to:

Linda Brown	H: 410-569-2104
338 Sunray Ct	W: 410-887-0154
Abingdon MD 21109	<a href="mailto:tpoycbass@comcast.net">tpoycbass@comcast.net</a>

We are planning to offer riser rehearsal pending cooperation from choruses to provide risers. Time will be available all day Friday and until the pattern begins on Saturday. The amount of time allocated to each chorus will depend on the number of requests we receive.

The Region will be using all function space at the hotels for Regional activities, rehearsals and chapter functions. Therefore, choruses will not be allowed to bring their own risers to the hotels.

## **SPECIAL ASSISTANCE**

**Special Assistance  
deadline is February  
28, 2011**

In order to provide the best possible coordinated appropriate assistance for our members, the RCSC has included a Special Assistance Form. Please submit this information for any member(s) requiring assistance and be as specific as possible with the nature of the assistance required. For instance:

Wheelchair lift needed for bus  
Difficulty with steps  
Difficulty walking long distances, etc

In addition, include information regarding the use of special riser chair(s).

The region cannot supply wheelchairs at the hotels or Convention Center. If one of your members requires one, your chorus must provide it.

Please mail or email the Special Assistance form to:

Eve Sclawy	C: 443-804-8142
129 Sherwood Ave	<a href="mailto:adelineeve@gmail.com">adelineeve@gmail.com</a>
Baltimore MD 21208	

## **DVD ORDERS**

**DVD deadline is  
February 28, 2011**

A DVD Order Form will be available on the Regional Website for both choruses and registered quartets.

All competing choruses and quartets have the opportunity to purchase a DVD of their performance. Again, this year, Directors will have the opportunity to order a DVD of their "performance". The cost of the DVD is \$35.00.

**NOTE: There are not separate order forms for the Director & Chorus/Quartet Performance DVDs. Please use the form and fill it out carefully noting which DVDs you wish to order.**

**Any order not received by February 28, 2011 will be subject to a \$10.00 late fee per DVD ordered.**

If you wish to order more than one DVD, the order must be placed in advance with payment. These additional copies will be shipped to one contact person per chapter approximately six weeks after contest. These DVD's are for educational purposes, and are not intended or provided as a "professional quality" recording. **Copying of DVD's is a violation of copyright law.**

Note: The Region provides audio recordings (CDs) to each chorus and quartet. **DVDs must be purchased.**

All DVD orders are handled IN ADVANCE of competition. Your chapter DVD Order Form and chapter check (payable to Atlantic Bay-Mountain Region #19) should be mailed directly to:

Cheri Bowers

47 N Liberty St

Coopersburg PA 18036

C: 610-570-0071

[ghlead70@ptd.net](mailto:ghlead70@ptd.net)

# WHERE DO I FIND THE FORMS

All forms may be found on the regional website. If you are unable to download the forms from the website, please send an email to Cheri Bowers at [ghlead70@ptd.net](mailto:ghlead70@ptd.net) and provide a listing of which forms you need.

## Choruses should utilize the following forms:

- Function Space Request Form
- Guest Registration Form (Typed, Alphabetical by Last Name)
- Housing Change Form
- In Chapter Host Form
- Housing Registration Form
- Late/Transfer Registration Form
- Member Registration Form
- Riser Rehearsal Request Form
- Single Ticket Sales Form
- Special Assistance Form
- Chorus/Quartet DVD Order Form
- Chorus Photo Order Form

## Quartets should utilize the following forms:

- Guest Registration Form (Typed, Alphabetical by Last Name)
- Housing Registration Form
- Late/Transfer Registration Form
- Member Registration Form
- Single Ticket Sales Form
- Special Assistance Form
- Chorus/Quartet DVD Order Form
- Quartet Photo Order Form

## CAL Members should utilize the following forms:

- Guest Registration Form (Typed, Alphabetical by Last Name)
- Housing Registration Form
- Late/Transfer Registration Form
- Member Registration Form
- Single Ticket Sales Form