



## CHECKLIST FOR REGION 19 QUARTETS

Items in RED are sent from International. These forms must be RETURNED to International with the appropriate payment.

Items in BLUE are sent from Region 19. These forms must be RETURNED to Region 19 with the appropriate payment.

Completed?	Due Date	To Whom	Form Name	Send to	Payment	Method of Submission
	02-02-2024	International	Competition Packet eMailing/Entry Opens			N/A
<input type="checkbox"/>	03-17-2024	International	Quartet Entry Deadline	International	Yes	Online - SAI Member Login required
	03-25-2024	International	Draw for Order of Appearance			N/A
<input type="checkbox"/>	04-01-2024	International	Late Entry for Quartets	International	Yes	
<input type="checkbox"/>	04-05-2024	Region 19	Convention Registration	Sarah Nainan-Newhard	Yes	Online with payment mailed
<input type="checkbox"/>	04-05-2024	Region 19	Quartet Video Orders	Sarah Nainan-Newhard	Yes	Online with payment mailed
<input type="checkbox"/>	04-17-2024	Region 19	Convention Program Shout Out	Online	Yes	See website under <i>Convention Program</i>
<input type="checkbox"/>	04-17-2024	Region 19	Video Billboard Ads	Sarah Nainan-Newhard	Yes	Online with payment mailed
<input type="checkbox"/>	04-29-2024	Region 19	Late Registration for convention	Sarah Nainan-Newhard	Yes	Email Peggy Reno, payment mailed
<input type="checkbox"/>	04-29-2024	Region 19	Special Assistance Request	Stephanie Everett	No	Online form/email for changes
<input type="checkbox"/>	04-29-2024	Region 19	Regional Quartet Award Eligibility form	Stephanie Everett	No	Online
<input type="checkbox"/>	05-03-2024	Region 19	Housing request (if needed)	Sally Kelly	No	Online
<input type="checkbox"/>	05-03-2024	Region 19	Quartet Final Pose/Song Info Form	Stephanie Everett	No	Online
<input type="checkbox"/>	05-03-2024	Region 19	Webcast Survey	Webcast Team	No	Online
<input type="checkbox"/>	05-10-2024	Region 19	Video Evaluation Submissions	Stephanie Everett	Yes	Email Stephanie Everett (need to submit Song)
<input type="checkbox"/>	05-16-2024	Region 19	Photography Orders	Bring to Chorus Briefing	Yes	Hand in at Joint Briefing
<input type="checkbox"/>	05-16-2024	Region 19	Song Information Sheet	Bring to Chorus Briefing	No	Hand in at Joint Briefing