Congratulations and welcome to the 28th Annual Music for All National Festival, presented by Yamaha. The following are details associated with your participation in the week's activities. Please be familiar with this information, bring a copy with you to the Festival, and pass along the critical items to your parents. It is a good idea for your parents to keep a copy of this information at home, as well, if they are not attending the Festival.

**FESTIVAL CONTACT INFORMATION**

Please keep the following contact information, should you have questions during the Festival. Note: During the Festival, Music for All will operate an on-site headquarters located at the JW Marriott. **Please use the Event Hotline number during the event to reach us on-site in case of emergency or travel delay.**

**FESTIVAL HOTEL AND HEADQUARTERS: JW Marriott Indianapolis**
10 S. West Street
Indianapolis, IN 46204

Festival Hotline: 866.643.6043

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**FESTIVAL PERFORMANCE VENUES**

**Honor Band of America and Jazz Band of America Concert Venue**
Clowes Memorial Hall
4602 Sunset Avenue
Indianapolis, IN 46208

**Honor Orchestra of America Concert Venue**
Friday Night Performance: Clowes Memorial Hall
4602 Sunset Avenue
Indianapolis, IN 46208

Saturday Night Performance: Howard L. Schrott Center for the Arts
4600 Sunset Avenue
Indianapolis, IN 46208
YOUR TRIP TO INDIANAPOLIS

ITEMS TO BRING WITH YOU

• Business casual clothes for rehearsal- no jeans (See Dress Code)
• Concert attire (See Dress Code)
• Casual clothes for the Thursday night student social – jeans are permitted here
• Coat or jacket with other winter items (scarf, gloves, hat, etc.)
• Raincoat or umbrella
• Toiletries
• Your instrument with your name, address, and school marked on the case
• Any necessary supplies or instrument accessories (e.g. reeds, valve oil, etc.)
• A folding music stand with your name, address, and school clearly marked on it
• All percussionists must bring sticks and mallets. Percussionists should bring triangles/wood blocks/tambourines if they have them.
• Spending money for quick snacks at the vending machine or to purchase Festival souvenirs

ARRIVING TO THE AIRPORT OR BUS/TRAIN STATION

Honor Ensemble Chaperones or a Music for All representative will meet the students at the airport upon descent from the escalators to the baggage claim level. Students please do not remain at the gate. Members of the chaperone team will see to your needs upon arrival and direct you to the shuttle to get to the hotel, if you pre-purchased a shuttle ride. If you did NOT purchase a shuttle ticket within the Travel Arrangements form, it is your responsibility to arrive at the JW Marriott on your own.

Special reminder: A picture ID is required (driver's license, passport, or state or school ID) to board a commercial aircraft, and most airports require that you arrive two hours early. Students should be aware that most airlines only allow one carry-on, and one purse or briefcase. Check with your airline about rules well in advance, as airline policies and Federal security rules change often.

If you are flying with your instrument, make sure you check with airport guidelines.
You may find this link helpful: http://www.tsa.gov/traveler-information

Do not be concerned if your flight is delayed. Our staff and chaperones will monitor flight arrivals throughout the day. If your flight is CANCELED, or you experience any other circumstance on your day of travel that will prevent you from arriving on your scheduled flight, PLEASE CALL Music for All’s Event Hotline as soon as possible – 877.643.6043.

DRIVING TO INDIANAPOLIS

Students and/or family members driving to Indianapolis should refer to the maps and directions posted on our website. Students driving themselves to Indianapolis must check-in their car keys upon arrival at their designated Honor Ensemble check-in table or with their ensembles’ head chaperone. No student is allowed to drive their car once they arrive. This includes local Indianapolis area students who are not accompanied by an adult. Students will pick up their keys following check out with their Head Chaperone on Sunday morning.

CAR PARKING – Music for All will not cover the cost of student parking at the hotel, or surrounding area parking garages. Parking your car at festival is the responsibility of the student/family.

GETTING AROUND DOWNTOWN

The central core of downtown Indianapolis is fairly compact. The JW Marriott hotel is connected by overhead walkways to other downtown facilities, including the Circle Centre Mall. Clowes Memorial Hall and the Schrott Center for the Arts are 6.5 miles (20 minutes) north of downtown on the campus of Butler University. Students in the honor ensembles will be provided with bus transportation as an ensemble to get to these venues for rehearsals and the concert per the schedule.

WEATHER IN INDIANAPOLIS

Indianapolis weather varies during the month of March. The average temperature in mid-March is 30 degrees. Expect highs that range from 35 to 47 degrees and lows in the 27 to 35-degree range. Snow and/or rain are often in the weather forecast. Please bring appropriate attire in case of inclement weather. We suggest you check www.weather.com before leaving home.
HOTEL PROCEDURES

CHAPERONES
All Honor Ensemble students are housed with other students in their Honor Ensemble, or with family members, at the JW Marriott. We are pleased to have a strong team of chaperones working with the Honor Ensembles. Our chaperones are your parents away from home. We expect that you will treat them with the utmost respect, as they will with you.

Students will be held strictly accountable to the Code of Conduct, which each student and parent has to sign and submit to Music for All. Violations of this Code will not be tolerated. Any student not in compliance with the expectations set forth will be removed from the Festival and sent home at the expense of the parent/family.

CHECKING IN TO HONOR ENSEMBLE HOTELS
When you enter the JW Marriott, please proceed to the Honor Ensemble Check-in Area, which is located on level 2 of the hotel. There will be Music for All representatives there to check you in and issue your room key. Room keys are magnetic cards, and each student will receive his/her own card. Do not lose your room card, and remember to place in a safe area, away from your cell phone. DO NOT write your room number on your key for security purposes.

Important: All participants will receive a check in packet containing a name badge that is to be worn at all times, except when performing. This badge is your pass to most events, including meals and the banquet.

We have made arrangements with the hotel to block out long-distance phone service (unless using a credit card or calling card), TV movies, and other services not included in the package price. If adults who have purchased a Music for All package for the weekend wish to have these privileges, a credit card must be submitted to the hotel front desk after checking in at the Music for All desk. The hotel will then extend all charging privileges to the adult guest. Extra services will not be available to Honor Ensemble students.

CHECKING OUT OF YOUR HOTEL
Each hotel has made special arrangements with Music for All to provide an easy check-out. You will check out with Music for All staff or a chaperone on Sunday morning BEFORE LEAVING THE HOTEL. You may leave your key in the room, with a chaperone/staff person or at the front desk. If your parents have personal charges with the hotel, they will follow normal check-out procedures at the lobby check out area.

SUNDAY MORNING DEPARTURE
Check-out time for an Honor Ensemble student is before 12:00 p.m. If you purchased a shuttle back to the airport, you will be provided shuttle instructions on Saturday evening. Students should check out with the chaperones or Music for All staff in the hotel lobby prior to your scheduled shuttle departure. Students driving home may pick up their car keys following their checkout from their chaperone on Sunday morning.

SCHEDULED ACTIVITIES AND EVENTS

DRESS CODE
At the Music for All National Festival, no jeans or shorts are to be worn during the activities with the exception of the Thursday evening social. Thursday evening's student social has no particular dress code; however, please use your best judgment. For rehearsals, business casual clothes should be worn. Khaki pants are acceptable.

Concert Dress: Keep in mind that a group photo will be taken prior to the performance.
Honor Band of America and Honor Orchestra of America members must wear CONCERT BLACK for the final concert(s).

- Gentlemen: It is preferred that you wear a tuxedo, black shoes and socks. If you do not have access to a tuxedo, you should wear a black suit, white dress shirt, and black bow tie.
- Ladies: You should wear mid-calf length or longer black dresses, or skirts with a black blouse. You should also wear black close-toed shoes. If you must wear open-toed shoes, open-toed shoes are to be worn with black pantyhose. Sleeveless dresses or blouses are not allowed. If you do not wish to wear a dress or skirt, you may wear black pants with a black blouse instead.

Jazz Band of America gentlemen must wear a dark suit (coats and ties), black shoes and socks. Ladies: You should wear mid-calf length or longer black dresses, or skirts with a black blouse. You should also wear black close-toed shoes. If you
must wear open-toed shoes, **open-toed shoes are to be worn with black pantyhose. Sleeveless dresses or blouses are not allowed.** If you do not wish to wear a dress or skirt, you may wear black pants with a black blouse instead.

**ORIENTATION MEETING**

There will be a REQUIRED meeting for all Honor Ensemble members.

- **Honor Orchestra of America**: WEDNESDAY, March 13th from 8:00 a.m. – 9:00 a.m. in the JW Marriott Hotel, Grand Ballroom located on the third floor of the hotel.

- **Jazz Band of America**: WEDNESDAY, March 13th from 9:30 a.m. – 10:00 a.m. in the JW Marriott Hotel, Grand Ballroom located on the third floor of the hotel.

- **Honor Band of America**: WEDNESDAY, March 13th from 8:00 p.m. – 9:00 p.m. in the JW Marriott Hotel, Grand Ballroom located on the third floor of the hotel.

**CHAIR PLACEMENT AUDITIONS**

Chair auditions for the **STRINGS** in the **Honor Orchestra of America** will begin at 9:30 a.m. on Wednesday morning, following your Orientation Meeting at the JW Marriott. Specific rooms and locations will be listed on your final schedule. Music for All staff and chaperones will assist you in finding your audition room the day of.

Chair auditions for the **WIND PLAYERS** in the **Honor Band of America** will begin at 9:00 p.m. on Wednesday evening, following your meeting at the JW Marriott. Specific rooms and locations will be listed on your final schedule. Music for All staff and chaperones will assist you in finding your audition room the day of.

Specific passages for the chair placement auditions will be told to you on site, upon your arrival. The best course of action is to practice all of the music that was sent to you, because this is your concert music. Please remember, that this is not a re-audition for the ensemble. You will not be sent home, because you are already a member of the honor ensemble. This chair placement is simply to place you in order for your section.

**OPENING SESSION**

The opening session for all participating students will begin on Thursday at **1:00 p.m.** in the Grand Ballroom, at the JW Marriott Hotel. This is also required, as it is different than the Orientation Meeting. More details will be on the final schedule in your check-in packet on site.

**STUDENT SOCIAL**

The Student Social is Thursday from 10:00 p.m. to 12:00 a.m. at the Pavillion at PanAm Plaza. The social will include a DJ, dancing, and snacks. Chaperones will escort all students to and from the social as well as serve as chaperones for the event. **You may wear jeans at this event.**

**REHEARSALS**

It goes without saying that rehearsals are critical. Your time together is very limited, and your conductor will expect to begin rehearsals promptly. Therefore, you must be in your seat, warmed-up, and tuned by the designated time. Do not delay the rehearsal by arriving late or unprepared.

Honor Ensemble students participating with their school ensembles will be dismissed from Honor rehearsal for their ensembles’ **warm-ups, performances, and clinics** only. Your director has been informed and will adjust accordingly. **Music for All** will arrange transportation for you to and from your ensemble’s **warm-up, performance, and clinic**. You and your ensemble director will receive specific instructions regarding transportation during check-in.

**MASTER CLASSES**

We are fortunate to provide instrument-specific master classes, led by top applied faculty and professional musicians, to all students performing at the **Music for All National Festival**. These 90-minute master classes provide opportunities for exciting interaction with outstanding performers, whose insight and experience exemplify musical achievement. Master class sessions are primarily lecture and demonstration by the clinician. Please have your students bring their instruments and any solo material they may have to class.
DRESS REHEARSAL
Your dress rehearsals will be on stage at your performance venue. Following the rehearsal, all instruments will be stored and properly secured. Time will be of the essence all day, so be prepared and attentive! This is critical to avoid delays in the evening activities. All Honor Ensemble percussion equipment will be set-up at each venue before the performance. Percussion coordinators will organize the percussionists and their equipment.

GALA AWARDS BANQUET
Saturday evening’s Gala Awards Banquet will be held in the Grand Ballroom at the JW Marriott Hotel. Students in the Honor Orchestra or Honor Band should be dressed in their concert attire for the banquet. Members of the Honor Ensembles will be seated together, however, members who are also participating with a Music for All National Festival ensemble may be seated with their schools. However, you will receive instructions from your chaperones as to when the busses are leaving for the concert that evening. Parents or family members who have purchased packages will be seated near their student’s Honor Ensemble. Honor Band and Honor Orchestra members will be dismissed FIRST from the banquet to travel to their performance venues for warm-up.

ENSEMBLE PHOTO
During a designated rehearsal time, each Honor Ensemble will have their group photo taken on stage at their performance venue. All students will receive a group photo as part of their package. Each student will also have an opportunity to pose for an individual photo in concert dress - this is optional, and the individual photo is not included in the package. Information on ordering individual photos will be provided during the weekend.

HONOR CONCERTS
You will be performing for participating ensembles, evaluators, directors, parents, and the general public. Clowes Memorial Hall and Schrott Center for the Arts are renowned concert venues. Enjoy your experiences there!

All seats for the Honor Ensembles’ concerts are reserved, and seating is limited. For tickets, please visit our website below. Family members and friends that are package holders will receive their tickets in their check-in packet. https://www.musicforall.org/what-we-do/mfa-national-festival/festival-tickets

FOLLOWING THE CONCERT
There will be a reception for each Honor Ensemble in the performance venue immediately following the concerts. The Honor Orchestra reception will be following the final performance on Saturday evening at Schrott Center for the Arts. All Honor Ensemble members, guests, and family are encouraged to attend. Following the reception, Honor Ensemble members will be bused back to the hotel.

All Honor Ensemble students are housing in packages that include a Saturday night stay. There are no refunds associated with early departure. As with each night's stay, we will do bed-checks Saturday night following the performance. The chaperones will coordinate your post-concert procedures. If for any particular reason your parents choose to depart Indianapolis on Saturday night and wish to take you with them, YOU MUST inform Music for All on the day you arrive at check-in and check-out with your chaperone prior to your departure.