The following document contains important information and details regarding performance flow at each venue. Please use the table of contents below to easily find the pages for your ensemble’s specific venue and stage.

Clowes Memorial Hall (Featured Bands): Pages 2-3

Zionsville Performing Arts Center (Invited Bands): Page 4

Howard L. Schrott Center for the Arts (Invited Bands & Middle School Bands): Pages 5-6

Indiana Historical Society (Chamber Ensembles): Page 7

Warren Performing Arts Center (Percussion Ensembles): Pages 8-9

The Palladium at the Center for the Performing Arts (Orchestras): Page 10

St. John’s Church (Choirs): Pages 11-12

National Festival Choir Performance Itinerary (Mass Choir, Friday schedule): Page 13
CLOWES MEMORIAL HALL - PERFORMANCE FLOW
FEATURED BANDS

NOTE - Please ask your equipment truck drivers to time their route to Clowes Memorial Hall before making their run. This will avoid delays. Butler University and Music for All staff will be stationed at Clowes Memorial Hall to assist with large equipment once in the building.

ARRIVING FOR PERFORMANCE
Performing ensembles will travel by bus to Butler University with instruments in cases. Buses will park and drop off near the southwest doors of Lilly Hall. Upon arrival, a Music for All volunteer will greet your ensemble at the southwest doors of Lilly Hall and direct your ensemble to your storage area. This area will be monitored, but it is advised to not leave valuables here.

Large equipment (or percussion instruments which need assembly) may unload near the backstage doors of Clowes Hall and the Schrott Center (see map). If utilizing this large equipment unloading area, you should enter the glass lobby doors of Clowes Hall nearest to the backstage ramp. After unloading/assembly, percussionists may join you in Lilly Hall, or are free to remain in Clowes Hall and prepare for setup on stage. A few minutes prior to your warm-up time, your host will guide you to your warm-up room in Lilly Hall. We strongly recommend you label all cases and percussion equipment, as storage and stage space is shared.

DRESSING AREAS
If needed, limited space will be available in the lower level of Clowes Hall for changing in and out of performance attire. To save time on-site, it is recommended to arrive in performance attire as your schedule permits. If you believe you will need access to these changing areas, please speak with your Music for All representative before traveling to Indianapolis.

WARM-UP
You have approximately 45 minutes to warm-up your ensemble. Each warm-up room is equipped with a Peterson chromatic tuner and a Yamaha Harmony Director. Your ensemble host will monitor the time and give you an indication when your time to move is drawing near. It is very important to plan accordingly and work within the time elements of the Festival. Any extension of warm-up time on your part could infringe on another band's performance. Your host can stay inside or outside the warm-up room at your discretion. Most hosts are past participants of the Festival and are understanding of the focused preparation time you will need.

SET-UP
Music for All Staff will set up the stage according to the stage plot you have sent us. If there have been any changes to your stage plot, please notify us immediately when arriving to Festival check-in. Your percussionists may report directly to the stage in lieu of warm-up to assist with stage set-up. If you choose to have your percussionists in ensemble warm-up, they will be asked to leave a few minutes early to fine-tune and complete your set-up prior to your entrance on stage. Your ensemble host will indicate when it is time for percussion to transit. Please review the provided equipment for warm up, stage, and clinic.

WALKING TO THE STAGE FROM WARM-UP
Once you have completed your warm-up, your ensemble host will lead you to the performance stage in Clowes Memorial Hall. En-route to and from the performance stage, you will travel through several quiet zones and we ask that you be mindful of other performing groups. Please note your ensemble will be walking outside briefly through a covered canopy when traveling to and from Lilly Hall.

ENSEMBLE PHOTOS
Prior to your performance, your ensemble’s photo will be taken on stage. Please be aware of this and prepare your students so that they will be able to keep their focus during this brief interruption.
PERFORMANCE
Your ensemble should enter from Stage Right. After the ensemble’s photo, the Master of Ceremonies will introduce your ensemble. Following the announcement, you may begin your performance. The Master of Ceremonies will speak between each of your selections. Please wait for the announcement before proceeding. There is no need to wait for the evaluators. A conductor's podium will be provided for you on stage.

CLINIC
Following your performance, your ensemble should exit Stage Right and your ensemble host will direct you to the clinic room in Lilly Hall. Large percussion instruments may be stored on Stage Left. Remind your students that they are still in a quiet zone as they move to your clinic. You may invite parents and/or others in your group to attend your clinic. Also, please be aware that a number of music educators and music education students will also be attending the Festival, and may observe the performances and the clinics. These additional guests will be instructed to stand in the back of the room, be respectful, and not talk or ask questions.

AFTER THE CLINIC
Following the clinic, your band will be escorted back to their instrument storage area in Lilly Hall, where they can return instruments to cases and prepare to listen to bands or depart the Butler campus. All equipment is to be removed from Clowes Memorial Hall when your performance and clinic are finished.

ENTERING CLOWES MEMORIAL HALL FOR AUDIENCE VIEWING
Ensembles arriving for audience blocks should plan to use the circle drive south of Clowes Hall and drop-off near the lobby doors. Please enter the Clowes Memorial Hall from the front lobby entrance on the south side of the building. Parking will be available to the south and west of Lilly Hall (same area as performing ensembles).
NOTE - Please ask your equipment truck drivers to time their route to this venue before making their run. This will avoid delays. Music for All event staff will be stationed at the Zionsville Performing Arts Center to assist with large equipment.

ARRIVING FOR PERFORMANCE
Performing ensembles will arrive by bus to The Zionsville Performing Arts Center (ZPAC) with instruments in cases. Your students will unload on the North end of Zionsville Community High School and enter through the PAC’s side door into the backstage area. A Music for All staff member will greet you upon arrival and direct your ensemble to the instrument storage area behind the stage. A few minutes prior to your warm-up, your ensemble host will bring you from the instrument storage area to the warm-up room. All of ZPAC is a quiet zone. Please instruct and remind your students to remain as quiet and courteous as possible as they move throughout the building. We strongly recommend you label all cases and percussion equipment, as storage and stage space is shared.

Once your students have unloaded, your buses will move to one of the parking lots on the east or southeast side of the building for the duration of the ensemble’s time at The Zionsville Performing Arts Center. More details are forthcoming. Your buses should pick up the band from the North Lot or the Circle Drive when your ensemble is ready to depart ZPAC. Please note that the Circle Drive is unavailable between 7:50-8:30AM and 3:00-3:50PM due to school traffic at the beginning and end of the day. The eastern side of the North Lot is also unavailable from 3:00-3:50PM.

WARM-UP
You have approximately 30 minutes to warm-up your ensemble. The warm-up room is equipped with a Peterson tuner and a Yamaha Harmony Director. Your ensemble host will monitor the time and give you an indication when your time to move is drawing near. It is very important to plan accordingly and work within the time frame of the Festival. Any extension of warm-up time on your part could infringe on another band's performance. Your host can stay inside or outside the warm-up room at your discretion. Most hosts are past participants of the Festival and are understanding of the focused preparation time you will need.

SET-UP
Music for All event staff and The ZPAC Stagehands will complete your entire set-up based on the stage plots you have sent us. If there have been any changes to your stage plot, please notify us immediately when arriving to Festival check-in at the JW Marriott.

ENSEMBLE PHOTO
Your ensemble’s photo will be taken on stage. Please prepare your students so that they will be able to keep their focus during this brief interruption.

PERFORMANCE
Your Band will enter the stage from stage right. After the ensemble’s photo, the Master of Ceremonies will introduce your ensemble. Following the announcement, you may begin your performance. The Master of Ceremonies will speak between each of your selections so please wait for the announcements before you proceed. There is no need to wait for the evaluators at the end of each piece.

AFTER YOUR PERFORMANCE
After your performance, your ensemble will remain on stage for your clinic. If you wish to listen to other ensembles’ performances, you must re-enter the auditorium from the main lobby entrance. The backstage hallway can be used to reach the lobby from the storage area. Instruments may be returned to their cases in storage post-performance. When you leave The Performing Arts Center, your buses will pick your group up from either the circle drive (from drop-off) or in the North parking lot parallel to Mulberry St.

CLINIC
Clinics will be held on stage immediately following your performance. You may invite parents and/or others in your group to remain in the audience for your clinic. Also, please be aware that a number of music educators, music education students, and Zionsville Community High School music students will also be attending the Festival to
observe the performances and the clinics. These additional guests will be instructed to remain in the audience, be respectful, and not talk or ask questions.
HOWARD L. SCHROTT CENTER FOR THE ARTS - PERFORMANCE FLOW
INVITED BANDS AND MIDDLE SCHOOL BANDS

NOTE - Please ask your equipment truck drivers to time their route to the Schrott Center before making their run. This will avoid delays. Butler University and Music for All staff will be stationed at the Schrott Center to assist with large equipment.

ARRIVING FOR PERFORMANCE
Performing ensembles will travel by bus to Butler University with instruments in cases. Buses will park and drop off near the southwest doors of Lilly Hall. Upon arrival, a Music for All volunteer will greet your ensemble at the southwest doors of Lilly Hall and direct your ensemble to your storage area. This area will be monitored, but please do not leave valuables here.

Large equipment (or percussion instruments which need assembly) may unload near the backstage doors of Clowes Hall and the Schrott Center (see map). If utilizing this large equipment unloading area, please quietly enter the backstage hallway of the Schrott Center. After unloading/assembly, percussionists may join you in Lilly Hall, or are free to remain in Schrott and prepare for setup on stage. A few minutes prior to your warm-up time, your host will guide you to your warm-up room in Lilly Hall. We strongly recommend you label all cases and percussion equipment, as storage and stage space is shared.

DRESSING AREAS
If needed, limited space will be available in the lower level of Clowes Hall for changing in and out of performance attire. To save time on-site, it is recommended to arrive in performance attire as your schedule permits. If you believe you will need access to these changing areas, please speak with your Music for All representative before traveling to Indianapolis.

WARM-UP
You have approximately 30 minutes to warm-up your ensemble. Each warm-up room is equipped with a Peterson chromatic tuner and a Yamaha Harmony Director. Your ensemble host will monitor the time and give you an indication when your time to move is drawing near. It is very important to plan accordingly and work within the time elements of the Festival. Any extension of warm-up time on your part could infringe on another band's performance. Your host can stay inside or outside the warm-up room at your discretion. Most hosts are past participants of the Festival and are understanding of the focused preparation time you will need.

SET-UP
Music for All Staff will set up the stage according to the stage plot you have sent us. If there have been any changes to your stage plot, please notify us immediately when arriving to Festival check-in. Your percussionists may report directly to the stage in lieu of warm-up to assist with stage set-up. If you choose to have your percussionists in ensemble warm-up, they will be asked to leave a few minutes early to fine-tune and complete your set-up prior to your entrance on stage. Your ensemble host will indicate when it is time for percussion to transit. Please review the provided equipment for warm up, stage, and clinic.

WALKING TO THE STAGE FROM WARM-UP
Once you have completed your warm-up, your band host will lead you to the Schrott Center. You will be passing through the Clowes Hall front lobby and then enter the Schrott Center from the Stage Right exterior door. En-route to and from the performance stage, you will travel through several quiet zones and we ask that you be mindful of other performing groups. Please note your ensemble will be walking through a covered canopy between Lilly Hall and Clowes Hall, but will not have a canopy between Clowes Hall and the Schrott Center (this is a 40-50 foot walk outside).

ENSEMBLE PHOTOS
Prior to your performance, your ensemble’s photo will be taken on stage. Please be aware of this and prepare your students so that they will be able to keep their focus during this brief interruption.
PERFORMANCE
Your ensemble should plan to enter from Stage Left. After the ensemble’s photo, the Master of Ceremonies will introduce your ensemble. Following the announcement, you may begin your performance. The Master of Ceremonies will speak between each of your selections. Please wait for the announcements before you proceed. There is no need to wait for the evaluators. A conductor's podium will be provided on the stage. All ensembles should plan to exit to Stage Right.

CLINIC
Your clinic will take place directly following your performance.

Invited Bands will remain on the stage for your clinic. There will be other performing ensembles in the audience to observe your clinic. Likewise, you will have the opportunity to observe the clinics of other groups, after their performances, as well.

Middle School Bands will be escorted to your Clinic Room in Lilly Hall. You may invite parents and/or others in your group to attend your clinic. Also, please be aware that a number of music educators and music education students will also be attending the Festival and may observe the performances and the clinics. All guests and audience members for the clinics will be instructed to be respectful and not talk or ask questions.

AFTER THE CLINIC
Following the clinic, your band will be escorted back to your designated storage room to return instruments to cases and prepare for your next activity. Please make sure all equipment is removed from the Schrott Center and Lilly Hall when your performance and clinic are finished.

ENTERING THE SCHROTT CENTER FOR AUDIENCE VIEWING
Ensembles arriving for audience blocks should plan to use the circle drive south of Clowes Hall and drop-off near the lobby doors. Please enter the Schrott Center from the front lobby entrance on the southwest side of the building. Parking will be available to the south and west of Lilly Hall (same area as performing ensembles).
INDIANA HISTORICAL SOCIETY – PERFORMANCE FLOW
CHAMBER ENSEMBLES

NOTE - Please ask your equipment truck drivers to time their route to the Indiana Historical Society before making their run. This will avoid delays. Music for All event staff will be stationed at the Indiana Historical Society to assist with large equipment.

ARRIVING FOR PERFORMANCE
Performing ensembles may arrive to the Indiana Historical Society on foot or by vehicle with instruments in cases. If you arrive by vehicle, your students will unload in the Indiana Historical Society parking lot located on New York Street. Your bus or vehicle is able to stay parked in the parking lot throughout the duration of your stay. Students may unload equipment here and use the entrance to the building next to the parking lot. If your ensemble arrives on foot, you may enter via the main entrance on Ohio Street. A Music for All staff member will greet you upon arrival and direct your ensemble to the instrument storage and warm up area. We strongly recommend you label all cases and percussion equipment, as storage and stage space is shared.

All of the Indiana Historical Society is a quiet zone. Please instruct and remind your students to remain as quiet as possible as they move throughout the building.

ENSEMBLE PHOTO
Upon arrival to the Indiana Historical Society at the beginning of the day, please plan to have your ensemble take their group photo. The photo area is in the lower level of the building, near the warm up room and Hoagy Carmichael Mural.

WARM-UP
You have approximately 30 minutes to warm-up your ensemble. The warm-up room is equipped with a Peterson tuner. Your ensemble host will monitor the time and give you an indication when your time to move is drawing near. It is very important to plan accordingly and work within the time elements of the Festival. Any extension of warm-up time on your part could infringe on another ensembles performance. Your host can stay inside or outside the warm-up room at your discretion. Most hosts are past participants of the Festival and are understanding of the focused preparation time you will need.

SET-UP
Music for All event staff will complete your entire set-up based on the stage plots you have sent us. If there have been any changes to your stage plot, please notify us immediately upon check-in. As a reminder, only stands and chairs are provided for warm up, performance, and clinic.

PERFORMANCE
The Master of Ceremonies will introduce your ensemble. Following the announcement, you may begin your performance. The Master of Ceremonies will speak between each of your selections so please wait for the announcements before you proceed. There is no need to wait for the evaluators to begin each piece.

AFTER YOUR PERFORMANCE
After your performance, your ensemble will return to the lower level of the Historical Society and clinics will take place in the multipurpose room. If you wish to listen to other ensembles’ performances, you may enter the theatre through the main lobby. After your performance, please plan to have your students store their instruments in the storage room provided.

CLINIC
Clinics will be held in the multipurpose room of the Historical Society. You may invite parents and/or others in your group to attend your clinic. Also, please be aware that a number of music educators and music education students will also be attending the Festival to observe the performances and the clinics. These additional guests will be instructed to stand in the back of the room, be respectful, and not talk or ask questions.
WARREN PERFORMING ARTS CENTER – PERFORMANCE FLOW
PERCUSSION ENSEMBLES

NOTE - Please ask your equipment truck drivers to time their route to the Warren Performing Arts Center before making their run. This will avoid delays. It is recommended that you plan to have your ensemble arrive at least 45 minutes before your performance time.

ENTERING WARREN PERFORMING ARTS CENTER FOR PERFORMANCE
Buses arriving to the Warren Performing Arts Center may enter the campus via the first entrance off of 16th Street. Buses and trucks may temporarily park to unload equipment at Door 32 on the west side of the building (Music for All’s designated unloading/loading area – see site map). Groups that need to use the loading dock may do so, but space is very limited. Once your students and equipment are unloaded, your buses will be directed to park in Lots 4 and 5 on the west side of the building. Please note that Door 32 and the loading area is adjacent to the back stage entrance doors. All of Warren Performing Arts Center is a quiet zone. Please instruct and remind your students to remain as quiet as possible as they move through the building.

STORAGE SPACE
Storage space for any instruments or equipment you bring (either overnight or before/after performances) is located in the theater scene shop adjacent to the back stage doors. Please note that space in this room is limited and we ask that you condense your equipment as much as possible when using this space. We strongly recommend you label all equipment, as storage and stage space is shared.

Storage space for personal items is limited in the Warren Performing Arts Center. We encourage your students to leave their personal items on your bus, if possible. If your ensemble does need space for changing or storing personal items, please let us know before Festival, keeping in mind that multiple ensembles may be sharing the same space. The primary storage/changing space is a dressing room in very close proximity to the stage, but it will NOT be actively monitored.

WARM UP
Please be aware and prepared that your ensemble will NOT have a formal warm up time prior to their performance. You may allow your students to quietly stretch their hands and warm up using rubber practice pads, understanding that noise must be limited as much as possible in the hall outside the stage entrance doors.

Because there is no official warm-up time, we recommend that you plan to have your ensemble arrive at least 45 minutes prior to your performance time to prepare music, implements, accessories, etc.

SET-UP
Music for All event staff will help your ensemble set-up based on the stage plots you have sent us. Your students will be responsible for any additional set-up or changes between pieces. All ensembles have set-up time prior to your performance and tear down time at the end of your performance. If there have been any changes to your stage plot, please notify us immediately when arriving to Festival check-in at the JW Marriott. Please review the provided equipment list, and prepare accordingly.

ENSEMBLE PHOTO
Prior to your performance, your ensemble’s photo will be taken on stage. Please prepare your students so that they will be able to keep their focus during this brief interruption.

PERFORMANCE
After the ensemble’s photo, the Master of Ceremonies will introduce your ensemble. Following the announcement, you may begin your performance. The Master of Ceremonies will speak between each of your selections. Please wait for the announcements before you proceed. There is no need to wait for the evaluators to being each piece.
CLINIC
Each ensemble has a scheduled, 30-minute clinic as indicated on your Festival Schedule. Clinics will be held in Warren’s Percussion studio, room M102. Percussion ensembles should bring sticks, mallets, etc. to the clinic room. Parents or staff may begin loading any of your equipment back onto your truck/bus or continue to store your equipment in the designated areas. However, incoming performers take precedence over outgoing performers in the loading area.

AFTER THE CLINIC
Following the clinic, your ensemble will be escorted back to the dressing rooms to retrieve personal belongings if needed, and prepare to listen to other ensembles or head to another destination. In either case, all equipment is to be removed from Warren Performing Arts Center when your performance and clinic are finished. Members will load buses outside of Door 32 or Lots 4 or 5.

ENTERING WARREN PERFORMING ARTS CENTER FOR AUDIENCE VIEWING
Ensembles arriving for audience blocks should plan to briefly drop off students on the circle drive adjacent to the Performing Arts Center’s lobby doors and use the main spectator entrance (see site map). After dropping off students, buses will park in Lots 4 and 5 on the west side of the building (same area as performing ensembles).
THE PALLADIUM – PERFORMANCE FLOW
ORCHESTRAS

NOTE - Please ask your equipment truck drivers to time their route to The Palladium before making their run. This will avoid delays. Music for All event staff will be stationed at The Palladium to assist with large equipment.

ARRIVING FOR PERFORMANCE
Performing ensembles will arrive by bus to The Palladium with instruments in cases. Your students will unload in The Palladium Loading Dock or West Lobby Bus Loop. You will use the security entrance at the loading dock enter the building (see enclosed map). Once your vehicles are unloaded, they should re-park across the street at Carmel United Methodist Church (see enclosed map). A Music for All staff member will greet you upon arrival and direct your ensemble to the instrument storage area. A few minutes prior to your warm-up, your ensemble host will bring you from the instrument storage area to the warm-up room. All of The Palladium is a quiet zone. Please instruct and remind your students to remain as quiet as possible as they move throughout the building. We strongly recommend you label all cases and percussion equipment, as storage and stage space is shared.

WARM-UP
You have approximately 45 minutes to warm-up your ensemble. Your ensemble host or a Music for All staff member will monitor the time and give you an indication when your time to move is drawing near. It is very important to plan accordingly and work within the time elements of the Festival. Any extension of warm-up time on your part could infringe on another orchestra’s performance. Your host can stay inside or outside the warm-up room at your discretion. Most hosts are past participants of the Festival and are understanding of the focused preparation time you will need.

SET-UP
Music for All event staff and The Palladium stagehands will complete your entire set-up based on the stage plots you have sent us. If there have been any changes to your stage plot, please notify us immediately when arriving to Festival check-in at the JW Marriott.

ENSEMBLE PHOTO
Your ensemble’s photo will be taken on stage. Please prepare your students so that they will be able to keep their focus during this brief interruption.

PERFORMANCE
Your orchestra will enter the stage from stage right. After the ensemble’s photo, the Master of Ceremonies will introduce your ensemble. Following the announcement, you may begin your performance. The Master of Ceremonies will speak between each of your selections so please wait for the announcements before you proceed. There is no need to wait for the evaluators.

AFTER YOUR PERFORMANCE
After your performance, your ensemble will exit stage left. Your ensemble will transit across the Center Green to The Tarkington Theater for your clinic. If you wish to listen to other ensembles’ performances, you must re-enter The Palladium from the main entrance off of the Center Green (see site map). Inside the foyer will be a secured space for your students to store instruments while your ensemble listens to performing groups. When you leave The Palladium, your buses may pick you up in the loading dock or West Lobby Bus loop both located off of 3rd Avenue SW.

CLINIC
Clinics will be held in The Tarkington Theater located across the courtyard from The Palladium. You will enter and exit The Tarkington through the main lobby entrance off of the Center Green Courtyard. You may invite parents and/or others in your group to sit in the audience for your clinic. Also, please be aware that a number of music educators and music education students will also be attending the Festival to observe the performances and the clinics. These additional guests will be instructed to remain in the audience, be respectful, not talk or ask questions.
ARRIVING FOR PERFORMANCE
Friday’s activities will take place within a walking grid of downtown Indianapolis. Warm-up, Clinic and Master Classes will take place in the Indianapolis Convention Center. Evaluation performances will take place at St. John’s Church on Capitol Ave. Your 15-minute individual sound check in St. John’s will be listed on your individual schedule based upon the time of your arrival in Indianapolis. Do not enter the church to do a sound check at any time other than the one listed in your individual schedule as the church is an active place of worship. Please remind your students to be quiet and respectful of the space at all times.

RESTROOMS & DRESSING AREAS
Please use restrooms in the Convention Center as facilities are very restricted in St. John's Church. Choirs performing in the morning should arrive in performance attire. Limited space will be available in the Convention Center for changing in and out of performance attire at specific times based upon your individual schedule. Changing areas will be monitored, but it is advised not to leave valuables behind. We strongly recommend you limit personal belongings to a simple change of clothing. It is best to designate a chaperon to carry emergency items in a backpack; i.e. band-aids, cough drops, feminine hygiene, safety pins, needle and thread, etc. In order to experience all the festival components, each choir's schedule is very tight, so please plan carefully.

ENSEMBLE WARM-UP
A few minutes prior to your warm-up time, your host will guide you to your warm-up room on the 1st floor of the Indiana Convention Center. A Music for All volunteer will greet you upon arrival for your warm-up. You have approximately 30 minutes to warm-up your ensemble. Each warm-up room is equipped with an electric piano. Your ensemble host will monitor the time and give you an indication when your time to move is drawing near. It is very important to plan accordingly and work within the time elements of the Festival. Any extension of warm-up time on your part could infringe on yours or another’s choir performance. Your host can stay inside or outside the warm-up room at your discretion. Label any school materials such as music, folders, auxiliary percussion, etc.

WALKING TO THE CHURCH FROM WARM-UP
Once you have completed your warm-up, your host will lead you to St. John's Church for your 20-minute evaluation performance. You will be walking outside briefly to cross the street. You will place your coats/umbrellas in the tent just outside the singers’ entrance to St. John’s. Upon entering the church, the first choir of the morning & afternoon sessions will walk directly onto the risers. All other choirs will be seated in the back pews of the church to hear the previous choir. When the previous choir exits the risers, the next choir will enter. NOTE: The steps of the church will serve as risers, and singers may not stand on the top altar level. You may utilize four levels; the floor, a 6’ landing, and two 1’ steps. Reference the St. John's Church stage plot via the Music for All website "Director's Lounge" for detail.

ENSEMBLE PHOTOS
Prior to your performance, your ensemble’s photo will be taken on the risers. Please be aware of this and prepare your students so that they will be able to keep their focus during this brief interruption.

PERFORMANCE
Your ensemble should enter from Stage Right. As soon as you are assembled on stage, a photographer will take a group photo. After the ensemble’s photo, the Master of Ceremonies will introduce your ensemble and announce your entire program. Following the announcement, you may begin your program. There is no need to wait for the evaluators. A music stand will be provided. The piano will be in front of the choir on stage left. If you require any additional equipment such as music stands or chairs for instrumentalists, be sure to make those requests in advance, and mark their placement on the St. John's stage plot.
CLINIC
Following your performance, your ensemble should exit Stage Left and your ensemble host will direct you to the clinic room on the 1st floor of the Convention Center. You may invite parents and/or others in your group to attend your clinic. Also, please be aware that a number of music educators and music education students will also be attending the Festival, and may observe the performances and the clinics. These additional guests will be instructed to stand in the back of the room, be respectful, and not talk or ask questions. Your clinic will last approximately 30 minutes. Following the clinic, continue following the order of your individual schedule.

MASTER CLASSES
Each choir will participate in master classes with Elena Sharkova, Rosephanye Powell, Brandon Boyd, Ly Wilder, and Jason Max Ferdinand as indicated on your individual schedule. All students will share master classes with 1.) Stacey Gibbs on Thursday, and 2.) André Thomas and Brandon Boyd on Friday evening.

THE JOSEPH FLUMMERFELT CONDUCTOR'S CRITIQUE
To honor the memory of Joseph Flummerfelt who established the Music for All Choral Conductors' Critique at the premiere National Choir Festival, each conductor will be scheduled for a private 20-minute one-to-one meeting with Dr. Jo-Michael Scheibe. These conferences will take place after performances have concluded; some on Friday, and some on Saturday morning.

ENTERING ST. JOHN'S CHURCH AUDIENCE VIEWING
Ensembles arriving for audience blocks should enter the front doors of the church. The back several rows will be reserved for choirs "on deck" for their performance. Audience time is required at the times designated on your individual choir's schedule.

WEATHER PRECAUTION:
Bring an umbrella and/or poncho to Indianapolis. You will have to cross the street on Friday and travel to the Palladium on Saturday. Come prepared for possible cold, rainy, or even snowy weather. March in Indianapolis is somewhat unpredictable.
THE PALLADIUM - PERFORMANCE FLOW & SCHEDULE
Mass Choir & Choral Ensemble of America Honor Choir

FRIDAY, MARCH 13, 2020

ARRIVE DRESSED IN CONCERT ATTIRE SATURDAY AFTERNOON

1:00-1:45pm  Transfer to Palladium.

2:00-5:45pm  Combined National Festival Choir Rehearsal at the Palladium

5:45-6:30pm  Dinner

6:30-7:30pm  Combined National Festival Choir blocking and Pre-Set Orchestra Box Lunch: Upstage Dock Area

7:30pm  Director’s photo with artistic panel on stage Doors Open

8:00-9:30pm  National Choir Concert with orchestra

9:45-10:30pm  Transfer to JW Marriott