



Important Event Procedures
Bands of America Honor Band
 December 28, 2016-January 4, 2017 • Southern California



BOA HONOR BAND IN THE 2017 ROSE PARADE®

Congratulations and welcome to the 2017 Bands of America Honor Band in the 128th Tournament of Roses® Parade®. 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 California and pass along the critical items to your parents. It is a good idea for your parents to keep a copy at home as well if they are not attending the event.

TOURNAMENT OF ROSES® PARADE CONTACT INFORMATION

Please keep the following contact information should you have questions during the event.
To reach Music for All on-site: 877.643.6043

TOURNAMENT OF ROSES HOTELS:

HONOR BAND MEMBERS:

Hilton Long Beach
Honor Band Headquarters
 701 W Ocean Blvd
 Long Beach, CA 90831
 (562) 983-3400

FAMILY AND FRIENDS:

Hilton Anaheim
 777 Convention Way
 Anaheim, CA, 92840
 (714) 750-4321

EMERGENCY CONTACT INFORMATION AND EVENT HOTLINE

The Music for All office will be closed for the Holiday Season starting at 5 PM on Friday, December 21. During this holiday time, we will not have **office** phone access. There is a hotline if you absolutely need to speak with someone. If you need something, email is the best way to reach us, as the tournament@musicforall.org email will be checked daily.

877-643-6043 – MFA Event Hotline

We have an emergency phone number available if you ABSOLUTELY must reach a MFA staff member prior to your departure for California. This is NOT the way for your family to just “check-up” on you. If you use the emergency phone number please be as detailed with information as possible (i.e. your name, phone number to reach YOU, the nature of the issue, etc. The more specific information we know before we call you back, the more efficient we can be to assist you!

EMERGENCIES and TRAVEL RELATED PROBLEMS:

Friday, 12/23 at 5pm EST through Wednesday, December 28th

If you experience flight DELAYS, there is no need to contact us. We have your flight information and will be checking on the status of flights. The shuttle will still be available for students to ride, even if they experience flight delays.

If your flight is cancelled, PLEASE CALL THE HOTLINE NUMBER listed above when you have a new flight number to update us with. Please be as specific as possible with which airport you are flying into, the airline, and the new flight number. This is the only way to get your new information to us. Staff members will be monitoring flights and monitoring shuttle manifest to ensure a smooth transfer to the hotel.

YOUR TRIP TO CALIFORNIA

ARRIVING AT THE AIRPORT AND SHUTTLE INFORMATION

Music for All has arranged complementary round-trip shuttle service for **Honor Band Members and Chaperones** on December 28th to the Hilton Long Beach from the Los Angeles International Airport (LAX) or the Long Beach Airport (LGB).

Students flying to Los Angeles on December 28th should exit the secured area and proceed to baggage claim to find the Music Travel Consultants Representative (black polo shirt) holding a Bands of America sign. He/she will direct you to your complimentary shuttle. The shuttle times will be based off of your arrival information that was entered into the Travel Arrangements Form previously submitted. *Friends and Family package holders, or any other family members will need to provide their own transportation to their hotel.*

Do not be concerned if your flight is delayed. Our staff will monitor flight arrivals throughout the day, and if your flight is delayed, we will still provide a shuttle for students. If a student's flight is cancelled, PLEASE CALL Music for All's Event Hotline as soon as there is new flight information – **877.643.6043**.

The Bands of America Registration Table at the Hilton will be open at **8:00 am on Thursday, December 28**. All students will check in with Music for All to get your room key, your member t-shirt, instructions for your 3:00 pm opening session and other items. All members must check in before 1:00 pm. **There is NO need for you to go to the front desk.** Your registration is at the BOA Table. Please plan to be at the hotel as early as your schedule will allow in order to register and complete your uniform fitting prior to the 3:00 pm opening session.

Rooms might not be available until the official check-in time of the hotel, which is 3pm. We ask everyone to be patient while we await room keys. We will have rooms available for storage if yours is not ready when you arrive.

DRIVING TO CALIFORNIA

Students driving themselves to California must check-in their keys upon arrival with Music for All staff in the Headquarters at your hotel. No student is allowed to drive his/her car once he or she arrives. Students who drove themselves may not have an early departure on Tuesday evening. These students will be able to pick up their keys upon checking out with the Head Chaperone on Wednesday, January 4.

Lunch

There are a number of places to eat around the hotel. When you arrive Wednesday you will be given a map of where you can go to get lunch in groups prior to your 3pm Orientation meeting.

EARLY ARRIVALS

If you are arriving early, prior to December 28th you will need to provide your own transportation to the hotel. If you requested an additional night of accommodations, an invoice was sent to you with the hotel name on it. Once you arrive to the hotel, you can check in at the front desk. Your students will still need to come to the BOA Check in on the morning of the 28th to get their paperwork and uniform fitting done.

HOTEL PROCEDURES

CHAPERONES

All Honor Band students are housed with other students. We are pleased to have a strong team of chaperones working with the Honor Band. 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 already signed and submitted 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 band and sent home at your own expense.*

CHECKING IN TO THE HOTEL

The Honor Band of America will be housed at the **HILTON LONG BEACH**.

When you enter the hotel, please proceed to the Music for All Check-in desk in the Gallerie Board Room, on the first floor, where there will be MFA staff to check you in and issue your room key. All participants receive an I.D. badge that is to be worn at all times. This badge is your "ticket" to our 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 duration of your stay 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. Pay phones are available throughout the hotel for long distance calling. Calling cards may also be used from hotel rooms.

CHECKING OUT OF THE HOTEL

Each hotel has made special arrangements with Music for All to provide an easy checkout. You should check out with a Music for All representative on Wednesday January 4 **BEFORE LEAVING THE HOTEL**. You may leave your key in the room, with a chaperone or staff person or at the front desk. If adults have personal charges with the hotel, they will follow normal check out procedures at the lobby check out area.

DEPARTURE INFORMATION

Students departing on Wednesday January 4 will be provided shuttle instructions on/or before the evening of Tuesday January 2. Students should check out with a Music Travel Consultants representative as you board the coach at the hotel. Shuttles are designed to deliver you to the airport two hours before your flight departs. Students driving home may pick up their car keys following their checkout from their chaperone on **Wednesday January 4**.

EARLY DEPARTURES

Students who will be picked up by family to depart MFA **prior to January 4** must complete and return the Early Departure form. It is vital that this information is documented internally. It is extremely important for MFA staff, chaperones and instructors to know the whereabouts of all students at all times. If you have not already submitted the form, you can submit this form to the MFA staff when you check-in on December 28th.

EVENT INFORMATION

UNIFORM INFORMATION

FITTINGS

Upon arrival at the hotel, **ALL STUDENTS** must check-in with Music for All and go immediately to their **UNIFORM FITTING**. Members may begin being fitted for their uniforms at 9am Thursday, December 28th. Please come to your fitting in the garments you plan to wear under your uniform. Changing areas will be available in the hotel. We want to get as many fittings done as possible prior to the 3:00 pm Opening Session. Fittings after 3:00 pm will disrupt the overall schedule.

ATTIRE UNDER UNIFORMS

ALL GARMENTS MUST BE SOLID, LIGHT COLORED AND CLOSE FITTING. NO WHITE!

Light blue, grey, tan are all acceptable colors. Shorts must be close fitting and not basketball shorts. They should not be past the knee and should not be seen through your pants. Shirts must not have high collars or be longer than your waist. No graphic t-shirts are to be worn- solid colors!

CARE OF UNIFORMS

You will be issued your entire uniform at your fitting (unless a part requires alterations) including pants, jacket, hat, plume and shoes. All parts will be labeled and you will have a garment bag to transport your uniform in. **DO NOT** put your shoes in the garment bag. If you lose a piece of your uniform, you will be responsible for the cost of replacing the part.

COLOR GUARD UNIFORMS

Your uniforms, shoes, uniform lipstick and costume jewelry (earrings- pierced and clip-on) are provided for you. You are asked to provide:

- Body Tights:

Females:

http://www.discountdance.com/dancewear/style_N236.html?pid=8115&Shop=Style&SID=1084655883

Males:

http://www.discountdance.com/dancewear/style_B206.html?pid=25146&Shop=Style&SID=1084657504

- Bun Extensions: https://www.amazon.com/PRETTYSHOP-Scrunchie-Ponytail-Extensions-Variou/dp/B00H7YZ7HI/ref=sr_1_17_a_it?ie=UTF8&qid=1481253030&sr=8-17&keywords=hair%2Bbun%2Bextension%2Bclip&th=1
- Natural Make-up
- Hairspray/hair gel, pony tail holders and Bobby Pins
- Plain colored athletic pants and zipper sweatshirt to use as a warm-up over your uniform in case it gets cold

DANCERS

Your uniforms, shoes and costume jewelry (earrings- pierced and clip-on) are provided for you.

You are asked to provide:

- Bun Extensions: https://www.amazon.com/PRETTYSHOP-Scrunchie-Ponytail-Extensions-Variou/dp/B00H7YZ7HI/ref=sr_1_17_a_it?ie=UTF8&qid=1481253030&sr=8-17&keywords=hair%2Bbun%2Bextension%2Bclip&th=1
- Natural Make-up
- Hairspray/hair gel, pony tail holders and Bobby Pins
- Plain colored athletic pants and zipper sweatshirt to use as a warm-up over your uniform in case it gets cold

ORIENTATION MEETING

There will be an orientation meeting at the Hilton Long Beach for all Honor Band Members at 3pm PACIFIC TIME on Wednesday, December 28.

REHEARSALS

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

Attire for rehearsals should be appropriate, yet comfortable. You are going to be active and should dress in layers to accommodate the weather changes throughout the day.

DRESS REHEARSAL

Parents are invited to attend the Dress rehearsal located at Long Beach City College. Transportation for Family and Friends Package holders from the Hilton Anaheim will be provided. Please note that there is no charge to attend the Dress Rehearsal, all are welcome (however Friends and Family package holders will be given priority seating)! We are excited to have two other bands joining us for this family event. The Pride of Broken Arrow from Oklahoma and the Pulaski High School Marching Band from Wisconsin will also be performing this evening.

GALA BANQUET

Monday evening's Banquet will be held at the Hilton Anaheim. Students will be transported to the banquet as a group. Please be sure to pack appropriate dress clothes for the Banquet, as this is a formal event. Men are encouraged to wear dress slacks, suit coats and ties with dress shoes. Women can wear appropriate length skirts, dresses or dress slacks. Flip flops are discouraged and jeans are not permitted.

FOLLOWING THE PARADE

Students who have used BOA instruments should clean and return their instruments to the check in area. Instruments should be wiped down and any personal items removed from the case. You must sign your instrument back in with a Music for All representative. You may keep the luggage tag that is on the instrument case as a souvenir.

WEATHER IN CALIFORNIA

California weather is mild during the month of January. The average temperature is 60 degrees. Expect highs that range from 60 to 70 degrees and lows in the 40-50 degree range. Although it is not supposed to rain, please bring appropriate rain attire in case of inclement weather.

ITEMS TO BRING WITH YOU

Everything you bring with you should be labeled with your first and last name.

- Uniform Parts (See Uniforms- page 4)
- Rehearsal Clothes (refer to student packing list on website for more details)
- Dress clothes for banquet (dresses, skirts, slacks, shirt, tie etc.)
- Coat or jacket
- Raincoat or Poncho
- Toiletries
- Your instrument with your name, address and school marked on the case
 - Bass Clarinets, Tenor Saxophones, Baritone Saxophones, Mellophones, Baritones, Trombones, Tubas, and percussion are all provided by Yamaha on site. Please bring mouthpieces and any instrument accessories you would need for the week
- Any necessary supplies or accessories (e.g., reeds, valve oil, slide grease etc.)
- **Your Honor Band music**
- Percussion please bring any sticks that you were issued in Indianapolis
- A folding music stand with your name, phone number and instrument clearly marked on it
- Brass Instruments Only: A plain white hand towel for rehearsals in case we need to put instruments on the ground
- Spending money for quick snacks at the vending machine or to purchase Festival souvenirs

Special reminder: A picture ID is required (driver's license, passport, or state 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. Airline policy and Federal security rules and measures 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/travelers/airtravel/assistant/editorial_1235.shtm

INSTRUMENTS PROVIDED FROM YAMAHA

The following instruments are being provided by the Yamaha Corporation of America, our National Presenting Sponsor for our use during the rehearsals and through the parade. Yamaha has provided us with over \$300,000 worth of brand new instruments that will be sold following our use. If you are utilizing these instruments, we ask that you treat them with respect and as your own. If your instrument is listed below, you will NOT need to bring one from home, with the exception of your mouthpiece.

If your instrument is NOT listed, you will need to bring it with you.

- Percussion: Please bring any sticks that you were given at the rehearsal in Indianapolis
- Mellophones
- Baritones
- Trombones
- Sousaphones
- Baritone Sax
- Tenor Sax
- Bass Clarinet
- All Flag members will be issued a flag pole, practice flag and performance flag