



Music for All National Festival, presented by Yamaha
SCHEDULE OF DEADLINES – CHRONOLOGICAL
 March 12-14, 2020 • Indianapolis, IN



This alternate version of the Schedule of Deadlines page is organized chronologically, instead of by type of form.

SEPTEMBER	DUE DATE	CHECK BOX WHEN SENT
Initial Program Selection List (see Program Selection Form for details)	September 16, 2019	<input type="checkbox"/>
Festival Agreement	September 30, 2019	<input type="checkbox"/>
Familiarization Trip Confirmation and Hotel Reservation	September 30, 2019	<input type="checkbox"/>
OCTOBER	DUE DATE	CHECK BOX WHEN SENT
Payment 1 – 25% Deposit	October 15, 2019	<input type="checkbox"/>
NOVEMBER	DUE DATE	CHECK BOX WHEN SENT
Hotel Rooming List - Students/Chaperones/Adults (Excel Template)	November 15, 2019	<input type="checkbox"/>
Reduced/Revised Program Selection List	November 15, 2019	<input type="checkbox"/>
Script Information	November 30, 2019	<input type="checkbox"/>
<i>(Program Notes, Program Order, Director Names, School Administrator Names)</i>		
Program Book Information	November 30, 2019	<input type="checkbox"/>
<i>(Director Bios, School/Community/Program Bio, Musical Selections, Program Order, Personnel List, Ensemble Photo, Director Photos, Superintendent letter and photo, Principal Letter and Photo)</i>		
Advertising Contract and Artwork	November 30, 2019	<input type="checkbox"/>
Ensemble Travel Information Form	November 30, 2019	<input type="checkbox"/>
Instrumentation/Voicing Breakdown Form	November 30, 2019	<input type="checkbox"/>
Additional Equipment Request Form	November 30, 2019	<input type="checkbox"/>
Roster of Students	November 30, 2019	<input type="checkbox"/>
DECEMBER	DUE DATE	CHECK BOX WHEN SENT
Payment 2 – 50% of Total Amount	December 15, 2019	<input type="checkbox"/>
Reduced/Revised Program Selection List	December 15, 2019	<input type="checkbox"/>
JANUARY	DUE DATE	CHECK BOX WHEN SENT
Payment 3 – Final 25% or Balance of Total Amount	January 15, 2020	<input type="checkbox"/>
Deadline for Rooming List Changes	January 15, 2020	<input type="checkbox"/>
Stage Plot	January 15, 2020	<input type="checkbox"/>
Special Meal Requests <i>(optional)</i>	January 15, 2020	<input type="checkbox"/>
Ensemble Meeting Request Form <i>(optional)</i>	January 15, 2020	<input type="checkbox"/>
Festival Ticket Order Form <i>(for Friends & Family not in Ensemble Package)</i>	January 15, 2020	<input type="checkbox"/>
Banquet Ticket Order Form <i>(for Friends & Family not in Ensemble Package)</i>	January 15, 2020	<input type="checkbox"/>

(OVER)

Copyright Report and Final Program Form

January 15, 2020

Please submit complete information including titles, composers/arrangers, publishers, performance time, and guest conductors (if applicable)

Note: Final Program maximum playing times: 40 minutes of music for Featured Bands & Orchestras, 25 minutes for Middle School Ensembles, 25 minutes for Percussion and Invited Ensembles, 20 minutes for Chamber Ensembles and Choir

Five Original Copies of Scores for each selection: Concert Bands (Featured and Middle School), All Orchestras, All Choirs

Four Original Copies of Scores for each Invited Concert Band

Three Original Copies of Scores for each selection: Percussion Ensembles and Chamber Ensembles

REMINDER THAT ALL SCORES MUST BE ORIGINALS AND WILL BE TURNED IN ON SITE AT CHECK-IN

Recording of Entire Concert Program (Submit via Dropbox)

January 30, 2020

FEBRUARY

DUE DATE

CHECK BOX WHEN SENT

Butler Dean's Scholarship

February 1, 2020

Revelli Scholarship

February 25, 2020