

Marching Contest Organization and Procedures – UIL Region 25

(revised September 2018)

Necessary Arrangements for Contest

- Ticket Prices @ **\$10** for everyone 6+ (*gate receipts to UIL*)
- Ticket sales / Ticket takers / Gate Change (*I will bring tickets, money bags and gate change*)
- Wristbands - provided by UIL
- Video setup – coordinate with Contest Host (*tables for setup and sales / where will they be set up?*)
- Voice recorders & Flash Drives for Judges Comments - provided by UIL Office
- Stop Watches - provided by UIL Office
- Warm-up Areas (2) (**30 min** warm-up / **15 min** travel to entry position)
- Separate Percussion Warm-up Area?
- Clock Timing (**5 min** - field entry or ready time (five minutes prior to scheduled performance time / **8 min** – performance time / **2 min** for exit – must clear field completely and make every effort to clear North End Zone line)
- Programs provided by UIL

Responsibilities of Host

- Secure Stadium (Contest Scheduled Day and Weather Related Makeup Day)
- Arrange for wristband sales and gate monitoring (UIL will provide the wristbands & gate change)
- Provide appropriate walkie-talkies – provided by Contest Host
- Secure parents for guides, etc.
- Secure appropriate security or police for traffic control per host district procedures
- Secure nurse or EMT for contest per host district procedures
- Timer – Roy Renzenbrink (*runs clock & coordinates with flagman*) Announcer – Jeff Turner
- Flagman – Assigned by Contest Host
- Have Booster Club Run Check-in Table or Tent for bands
- Have Booster Club Run Hospitality Room for band directors (included in Booster Club Honorarium)
- Have Booster Club provide snacks and meals for 3 judges, 6 contest staff, & Host School Band Staff

Expenses paid by UIL

- Donation to Booster Club for Contest Help @ **\$1500** – if ALL Divisions held at one site
- Host Honorarium @ **\$400** (includes prep time)
- Host Head Directors @ **\$150** each
- Security or police for traffic control (paid as needed)
- Nurse or First Aid (arranged by Booster Club)
- Contest Officials – Timer, Announcer, Field Timer, Office Assistant & Voice Transfer
- UIL Contest Administrator
- Stadium Manager (if required by host district - rate determined by host district)
- Stadium Cleanup (if required by host district)
- Hospitality (drinks and snacks) for judges and contest staff (not to exceed **\$150** per day)
- Judge and Contest Officials Meals (not to exceed **\$15** per lunch or **\$25** per dinner)
 - 6 Judges, 4 Contest Office Officials, timers, host directors)
 - Region 25 does not pay for or provide meals for student workers or volunteers