

Peak Music Festivals

PARTICIPANT INSTRUCTIONS – EISEMANN CENTER

Please arrive at least 30 minutes prior to your scheduled warm-up time.

If you will be delayed, please call the Festival Day Contest Number on the Participation Instructions Page of the Peak Website and let the Festival Administrator know.

Remember to bring:

- Three (3) copies of your **numbered scores**
- Three (3) copies of our **seating chart** showing chairs, stands, equipment
- One (1) completed **Announcers Form**

Note: Risers are not used at any Peak Festival Site

LOCATION

Facility Address: 2351 Performance Drive
Richardson, TX 75082

The Eisemann Performing Arts Center is on Performance Drive immediately EAST of the Renaissance Hotel in Richardson. From US-75 take the Galatyn Exit, proceed East on Galatyn to Performance Drive, turn left and go past the apartment complex. Turn left again and unload at curbside on the SOUTH end of the Center. After unloading, buses are to immediately move to one of the marked parking areas. Groups enter the building through the south entrance, and proceed downstairs to warm-up. Warm-up is in the “Bank of America Hall.” Monitors will be on hand to assist you to and from each area.

CHECK-IN

Upon arrival please check in at the contest office inside the South Main Entrance and leave your Judges’ Scores, Seating Charts, and Announcer Script.

INSTRUMENT CASE STORAGE

Leave as many instrument cases as possible on your buses. Once inside, storage is available downstairs in the foyer outside the warm-up room, in the designated areas only.

STUDENT CHANGING

Students may change clothes in the restrooms on the warm-up level ONLY and main level restrooms should NOT be used as a changing area. Students are not allowed on the balcony level.

WARMUP ROOM

Time in the warmup room includes moving and setup as well as actual warm-up time. Please be ready to exit the room when requested.

We do not provide a tuner or metronome. Electronic devices with tuner/metronome apps that you are familiar with are recommended for use in the warm-up room.

ON STAGE WARMUP

Warmup on stage is restricted to one whole note scale or an 8-bar chorale excerpt.

EQUIPMENT AVAILABLE ON STAGE

Bass Drum, Chimes, Xylophone, Marimba, vibes, gong, orchestra bells, four timpani (23, 26, 29, 32), piano, podium, stands & chairs. You must bring your own sticks, mallets, beaters, snare drums, cymbals and anything else you need that is not listed. Please use the provided percussion vs. your own in order to reduce setup time.

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PERFORMANCE

The goal of Peak Festivals is to provide a quality performance experience for all students. We do everything possible to make sure we stay on schedule and that when it is your performance time, it is your time to shine and for your students to take it all in, enjoy the experience and do their best.

FESTIVAL ETIQUETTE

Students are encouraged to stay and hear other groups but quiet must prevail when a group is performing. No one is to enter or exit while a group is playing. Also, caution your students to keep noise to a minimum in the corridors and foyer of the building.

RECORDINGS

DB Audio (David Burks) is the official recorder of Peak Events. Directors will receive a CD immediately after their performance and DB Audio will keep a digital master.

PHOTOS

An On-Stage photo will be made during your group's introduction. Directors should pose to one side of their group. This is the only group photo that will be shot. Instructions on delivery of the group photo will be provided at the Contest Office when you check out.

JUDGES' CRITIQUE SHEETS

Critique sheets will be emailed to you from each judge immediately after your performance.

CHECK OUT

After performing, stop at the contest office to pick up:

- Results Sheet
- Scores
- Certificates of Merit
- Trophies

AWARDS

- **Divisional Trophy** – All Groups
- **Best in Class Trophy** – One each Festival Day in classes with two or more entries and when winning score is 1st Division
- **Most Outstanding Group Trophy** - Awarded to one middle school band, one middle school orchestra, one high school band AND one high school orchestra ON EACH FESTIVAL DAY. Winning score must be a 1st Division.
- **Certificates of Merit** - Awarded to worthy students and/or sections nominated by judges.

STAYING ON SCHEDULE

Eisemann will be closing immediately after the last group performs and we are under contract to leave the building at the conclusion of the Festival. If you have to wait for buses, let us know in advance. We must all vacate the building at closing time.

CANCEL AND REFUND POLICY

In the event you must cancel your performance, our cancel and refund policy can be viewed on our website. <http://www.peakmusicfestivals.org>

THANK YOU FOR PARTICIPATING IN PEAK MUSIC FESTIVALS!