

2010 Reno Jazz Festival

Performance Rules, Procedures and General Information

All Categories, Divisions and Classifications

PERFORMANCE RULES

These performance rules were established to ensure fairness and equality for all who compete in the Reno Jazz Festival. Performers or groups who disobey, disregard, violate or ignore rules and procedures listed in this document may be disqualified from the festival. For more information, please call Chris Money at (775) 784-4046 or email jazz@unr.edu

ELIGIBILITY

Any group wishing to participate in the competition portion of the festival must be comprised entirely of students enrolled in *one* school. College and university students must be enrolled in a minimum of six (6) credits to be considered eligible (an exception is granted for community college category groups where all members need only be enrolled in the group course). Any group may choose to perform non-competitively, but the jazz festival staff **MUST** be notified. Non-competitive groups will be rated as usual, but they will not be eligible for any awards nor will their scores be posted.

REGISTRATION

To register for entry in the 2010 Reno Jazz Festival, completed forms and applicable fees must be received **before** a group is accepted in the festival. Scheduling is on a first-come, first-served basis. The RJF will honor scheduling requests to the best of our ability. A maximum of five (5) groups from one school can be scheduled on one day. RJF staff will take registrations until the festival is full.

In addition to group registration fees, each student and chaperone must purchase and display a full Festival pass, Friday pass, or Saturday pass. NOTE: Directors receive one free full festival pass with each group registration.

CATEGORIES

Eligible students may enter as ensembles and/or combos under the following classifications:

Band	10 or more performers
Vocal Ensemble	7 or more vocalists (plus rhythm section)
Combo	2-9 performers

DIVISIONS/CLASSIFICATION

Middle School: Students in grades 5-8

High School: Students in grades 9-12

High School classifications are based on the number of students attending the participating school and will be announced once the festival schedule is finalized. Schools may enter more than one group in any category. If a school enters more than one big band, it will be entered one classification lower than customary (this rule does not apply to combos). The additional ensemble should consist of students who are not in the first group. *Note: These classifications do not correspond to athletic classifications.*

Magnet High School: Students in grades 9-12. Performing arts schools (or schools that specialize in the performing arts). These schools will participate in the AAAA division.

Junior Colleges or Community College: 2-year colleges.

There are two classifications: **Student** (students only, with all members enrolled in a minimum of 6 credits) and **Community** (all members need only be enrolled in the group course).

College or University: 4-year institutions only (students only, with all members enrolled in a minimum of 6 credits).

VOCAL ENSEMBLE RHYTHM SECTION RULES

The Reno Jazz Festival encourages all vocal jazz ensembles to use student rhythm section players, but it is not required. There will not be a "rhythm section" scoring category on the 2010 vocal adjudicator forms.

PERFORMANCE TIMES

When planning your program, remember that your performance time slot includes entry, set-up, announcements, performance and exit. **There is a 10-minute overtime penalty per judge if a group continues to perform past the end of its time limit.** This policy will be strictly enforced, so please plan your program carefully.

Smallest Division of High School Bands and Middle School Bands: 25-minute time slot. We recommend that you program only 16–18 minutes of music and allow at least 7-9 minutes for entering and exiting the stage.

High School and All College Bands: 30-minute time slot. We recommend that you program only 20–22 minutes of music and allow at least 8-10 minutes for entering and exiting the stage. **Please note that the smallest division of High School Bands is only allowed 25 minutes.**

Vocal Ensembles: 25-minute time slot. We recommend that you program only 16-18 minutes of music and allow at least 7–9 minutes for entering and exiting the stage.

Combos: 25-minute time slot. We recommend you program only 18-20 minutes of music and allow at least 5-7 minutes for entering and exiting the stage.

RJF staff will make every attempt to reschedule performers who miss their scheduled performance time due to unforeseen circumstances. Due to tight festival schedules and logistics, a rescheduled performance time is not guaranteed.

PROCEDURES

PERFORMANCE INSTRUCTIONS

The festival schedule will be announced approximately one month before the festival and is subject to change. Required paperwork and important forms will be available for download online and will no longer be mailed. Please bring these forms with you for your participation at the festival. Your passes will be mailed to you as in the past. The complete “Festival Tool Kit” for school directors, including a competition schedule, clinic schedule, concert information, adjudication forms, announcer forms, photographer forms and merchandise information will be available for download and printing at www.unr.edu/rjf approximately three weeks prior to the festival. **Please carefully review all the materials, download, print all on white paper and fill out the adjudication forms (all three copies) and announcer forms prior to arriving at the festival.**

Upon arriving at the festival, locate your performance room (to orient yourself) and then proceed directly to your warm-up room. ***You are responsible for getting your group from the warm-up room to the performance site.*** Once in the performance site, you should provide the stage monitor with your announcer and adjudication forms. Should you wish to announce your own group, please notify the stage monitor at this time.

NOTE: You do not need to provide music to the judges, however, if you supply music copies the judges will be able to offer more detailed feedback.

After your performance, the feedback clinician will guide the group to the clinic room where he/she will give feedback on the group’s performance. Immediately following your feedback clinic, the group should proceed to the designated photography site to have a photo taken.

EQUIPMENT

Warm-Up Rooms: NO equipment is provided in the warm-up rooms.

Performance and Feedback Rooms: Please do not remove any festival equipment from the stage or the feedback rooms. The following equipment is provided: chairs, music stands, sound system (For choirs the system will include area microphones or up to 16 individual mics.), guitar amplifier, bass amplifier, piano, Premier drum kit (drummer may change out cymbals but must use kit provided), and Sabian cymbals (crash, ride, and hi-hat).

As a reminder, the following equipment is NOT PROVIDED: string basses, vibraphones, marimbas, congas, keyboards, keyboard stands, drumsticks, and patch cords.

Due to very tight schedules and logistics, all groups must use the standard stage set-up (see diagrams at the end of the document). **Groups are not permitted to move equipment provided** on stage. Please communicate special needs to the stage manager before going on stage. Due to space constraints at some sites, there may be slight variations on the setups shown on equipment set-up sheet.

EQUIPMENT STORAGE

Because of the large number of groups participating, we CANNOT provide storage for your equipment. **You must keep your cases with you – please do not leave them unattended.** After your performance, we recommend that you return your equipment to your bus or to your hotel rooms.

ADJUDICATORS AND SCORING

Nationally known jazz educators are chosen to score and critique performances. Three (3) adjudicators and one (1) feedback clinician (except for combos and college bands) will hear each performance. The same three adjudicators will score **each and every** group in their assigned performance site. During your performance the adjudicators will score the group and record audio critique.

After your performance, your score sheets and audio critiques will be processed. Please be patient. Score processing takes time in order to guarantee accuracy. Instrumental ratings will be posted in the Church Fine Arts Building and vocal ratings will be posted at Lawlor Events Center. Once your ratings are posted, directors (please do not send students) may pick up their score sheets. **Audio files will be posted and available for download on our server by the following Monday.** Instrumental materials are available at the Church Fine Arts Building and vocal materials at Lawlor Events Center. Category winners and individual awards will be posted on the Reno Jazz Festival website (www.unr.edu/rjf) as soon as possible after the festival. Full festival awards and scoring results, as well as any score sheets and audiotapes not picked up at the festival, will be mailed during the week after the festival.

AWARDS AND SHOWCASE CONCERT

The Reno Jazz Festival will award placement trophies for competition in all performance categories and divisions. The number of placements will be determined by the number of participants in each category. Outstanding performer awards in middle school/junior high school, high school and college divisions, perpetual trophies for the top middle or high school band and choir in the festival, and a trophy to the outstanding Nevada group will also be awarded.

At the Saturday evening Awards Ceremony/Festival Showcase we will announce category and division awards, and feature performances from some of the most outstanding groups in the festival. On Saturday after the conclusion of the daytime competition, we will post the groups to appear in the concert and the approximate starting times. This information will be posted in both the Church Fine Arts Building and Lawlor Events Center. Groups selected for the showcase are allotted 15 minutes total time, including set-up and tear down. Please plan on presenting no more than 10 minutes of music. Showcase groups should report to the Silver and Blue Room in Lawlor Events Center at least one-half hour prior to their start time.

GENERAL INFORMATION

FESTIVAL ETIQUETTE AND SAFETY

While on campus please be considerate of university faculty, staff, and students as well as other jazz festival participants. Do not play your instruments except in designated warm-up, performance or feedback areas. Any festival participant caught being disruptive, stealing, or vandalizing property will be immediately expelled from the campus and appropriate legal action will be taken.

In all performance and clinic rooms seating capacity for all events is limited to room capacity per the Reno Fire Marshal. Aisles must be kept clear at all times. Seating is available on a first-come, first-served basis. As a courtesy to others please do not save seats. Audience doors to performance areas will be closed during performances; entrance will only be permitted during a break in the performance. Food and drinks are not permitted in performance areas.

We ask that directors please:

- keep track of scheduled times
- take responsibility for your students' behavior
- keep your students together
- be courteous to festival volunteers and staff

We ask that students please:

- take responsibility for your behavior
- act in a professional manner
- stay together
- be courteous to festival volunteers and staff

While at the festival, we recommend that you stick together with your group and avoid walking alone, especially after dark. If you should encounter any problems or need police assistance, please call the University Police at (775) 745-6195.

FESTIVAL MAP/BUS UNLOADING AND PARKING INFORMATION

Official unloading/loading areas: in front of Church Fine Arts (passenger and/or equipment only); in front of Lawlor Events Center (passenger and/or equipment for groups performing in Lawlor); and in front of the Joe Crowley Student Union. PLEASE USE CAUTION in front of Church Fine Arts, as this is a busy street and can be dangerous. Buses must park in the designated area north of campus. On Friday, we ask that jazz festival visitors use the West Stadium Parking Garage. On Saturday, parking is open and available in both the Brian Whalen and West Stadium Parking Garages. Please be respectful of handicapped parking areas, loading zones and other specially designated parking areas.

FESTIVAL INFORMATION

Each performance site has an information booth to help you find your way!

FESTIVAL PROGRAMS AND VISITOR PASSES

For your convenience, \$3.00 programs and \$10 visitor passes (good for competition rooms, 8 a.m. - 5 p.m. on the day purchased) are for sale at all information booths. Merchandise will be for sale in the Church Fine Arts Building, Lawlor Events Center and Joe Crowley Student Union. Competition, educational events and concert schedules are available at our website: www.unr.edu/rjf

FESTIVAL PASSES (color-coded wristbands)

Wristbands are not replaceable and must be worn on the wrist at all times during the festival in order to enter any festival event (if you lose it, you must buy a new one!). Additional passes may be purchased at the Church Fine Arts Complex. Remember, prices for passes are slightly higher when purchased at the festival.

INDIVIDUAL EVENING CONCERT TICKETS

To purchase group tickets to the Thursday evening concert, please contact Chris at (775) 784-4046 or email jazz@unr.edu. For additional individual concert tickets to Friday and Saturday evening, please visit www.unr.edu/rjf or call 1-800-225-2277 (in California (530) 766-2277). Please note: Your full festival pass provides entry into Friday and Saturday evening concerts, your Friday pass provides entry into Friday's concert, and your Saturday pass provides entry into Saturday's concert.

DINING ON OR NEAR CAMPUS

A complete list of restaurants (fast food and sit down) is available on the back of the festival program and will be posted on our website: www.unr.edu/rjf