



SAMPLE H.S. WIND ENSEMBLE

Festival Agreement

March 21-23, 2024 • Indianapolis, Indiana



The **SAMPLE H.S. WIND ENSEMBLE**

hereby confirms its invitation and agreement to participate in the 2024 Music for All National Festival, March 21-23, 2024 in Indianapolis, IN. The following indicates the number of individual Festival Package participants for the Students, Chaperones, Additional Adults and Directors. One complimentary Director Package is included for each attending ensemble.

Please indicate how many packages of each kind you will use: Calculation sheet is Page 2 of this document.

TYPE OF PACKAGE:
See pricing and inclusions on page 4

of Packages*:
total number of packages you will be purchasing

PACKAGE E4 4 nights Wed/Thur/Fri/Sat 34	PACKAGE E3a 3 nights Wed/Thur/Fri 0	PACKAGE E3b 3 nights Thur/Fri/Sat 0	PACKAGE E2 2 nights Thur/Fri 0
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Please use the calculations from page two to complete the total number of packages. You will see I've included my 30 students and 4 chaperone's here. But NOT my director or director guest as those are at different price points.

Please include the total number of students, adults (chaperones and non-chaperones), drivers and any additional directors in your total package number.

HOTEL PREFERENCE: Please rank in order your top 3 hotel property preferences. Please rank with 1 being your first choice and 3 being your last choice.

PREFERENCE: 1 JW MARRIOTT N/A SPRINGHILL SUITES 2 FAIRFIELD INN & SUITES N/A COURTYARD MARRIOTT 3 INDIANAPOLIS MARRIOTT

YOU WILL NEED TO SELECT N/A FOR THE PROPERTIES YOU DO NOT WANT

*The Marriott Place Complex houses the JW, SpringHill, Fairfield and Courtyard. The Indianapolis Marriott is 2 blocks east connected via skywalk.

IMPORTANT NOTE ABOUT HOTEL SELECTION: HOUSING PREFERENCE IS NOT GUARANTEED. Music for All will do its best to accomodate hotel preferences, however assignments are based on preference and room availability, as a limited number of rooms are available at each property. Housing assignments cannot be confirmed until housing lists are submitted (due on or before November 15, 2023). You will be notified of your Housing assignment by December 15, 2023. You may make housing list changes without penalty until January 15, 2024.

* Do not include your Director's Complimentary Room or guests in your total number of packages. There is a seperate place to add those guests on the sheet.

* Each ensemble will receive ONE complimentary director room. Up to three additional guests may stay in this room at a discounted rate of \$615 per person for package E4 or E3a and \$560 per person for package E3b or E2.

* Each attending ensemble must bring adult chaperones at a ratio of 1 chaperone per 12 students, exclusive of the head director. Any other adult traveling with the group can be considered a chaperone.

* Chaperones may be housed in king or double rooms. Maximum occupancy is 4 per room.

* You may choose to house your bus drivers at the Hotel Only price or as a Package to provide meals and festival activities. Discounted properties are available for \$250/night that include parking if you wish to have your drivers stay off-site.

HOTEL ONLY PRICE: \$280 per night per room. This is for drivers who wish to stay on property with the school. Parking is not included downtown.

NOTES:

1. Additional package meals are available at an additional cost. See Description and Package Chart for meal information
2. All ensembles must arrive by 11 AM on Thursday in order to be present for the Opening Ceremonies. All ensembles must be present through Saturday evening's Honor Ensemble concerts.

Please COMPLETE by SEPTEMBER 15, 2023

Festival Agreement page 2: **Sample H.S. Wind Ensemble**

All Package Prices are per person, with the price based on the type of occupancy. To complete this form, list your total students and divide by the number of students you desire per room to determine number of rooms needed. *Remember that Quad occupancy is least expensive. Figure the same for total chaperones and additional adults (if applicable) **The numbers of rooms required should be divided up based on the total number of students. I can fit my 16 girls and the first 12 of my boys in 7 quad rooms. leaving 2 boys for a double**

STUDENT ROOMS: Students must be in a minimum 2 per room and max of 4 per room. Festival Properties do not allow roll away beds in any rooms.

Total Number of Students 30 Total Number of Female Students 16 Total Number of Male Students 14
 NUMBER OF QUADS ROOMS REQUIRED 7 ROOMS / 4 OCCUPANTS = 940 x \$940 (E4), \$865 (E3a), \$810 (E3b), \$730 (E2) = 26,320
 NUMBER OF TRIPLES ROOMS REQUIRED 0 ROOMS / 3 OCCUPANTS = 0 x \$1045 (E4), \$940 (E3a), \$885 (E3b), \$785 (E2) = 0
 NUMBER OF DOUBLES ROOMS REQUIRED 1 ROOMS / 2 OCCUPANTS = 0 x \$1250 (E4), \$1095 (E3a), \$1040 (E3b), \$885 (E2) = 2500
 TOTAL STUDENT PACKAGE COST = \$ 28,820 (SUM OF TOTAL COST OF NUMBER OF ROOMS @ PACKAGE RATE)

CHAPERONE ROOMS: One chaperone per 12 students is required. Adult Package prices are based on Quad, Triple, Double or Single Occupancy. Chaperones may be housed in king or double rooms based on maximum occupancy. Additional persons may be housed in the room, but they may not be classified as chaperones. For Double Room Occupancy you may choose 2 adults in 1 king bed or 2 adults in 2 double beds. **CHAPERONES: I have 3 traveling with the group and 1 requested a sginel room the other will share.**

Total Number of Chaperones 3
 NUMBER OF SINGLE CHAPERONE ROOMS 1 King Rooms / 1 OCCUPANT = 1865 x \$1865 (E4), \$1555 (E3a), \$1500 (E3b), \$1195 (E2) = 1865
 NUMBER OF DOUBLE CHAPERONE ROOMS 0 King Rooms / 2 OCCUPANTS = 0 x \$1250 (E4), \$1095 (E3a), \$1040 (E3b), \$885 (E2) = 0
 NUMBER OF DOUBLE CHAPERONE ROOMS 1 Double Rooms / 2 OCCUPANTS = 1250 x \$1250 (E4), \$1095 (E3a), \$1040 (E3b), \$885 (E2) = 1250
 NUMBER OF TRIPLE CHAPERONE ROOMS 0 Double Rooms / 3 OCCUPANTS = 0 x \$1045 (E4), \$940 (E3a), \$885 (E3b), \$785 (E2) = 0
 NUMBER OF QUAD CHAPERONE ROOMS 0 Double Rooms / 4 OCCUPANTS = 0 x \$940 (E4), \$865 (E3a), \$810 (E3b), \$730 (E2) = 0
 TOTAL CHAPERONES PACKAGE COST = \$ 3,115 (SUM OF TOTAL COST OF NUMBER OF ROOMS @ PACKAGE RATE)

ADDITIONAL ADULT ROOMS: Don't forget your tour operator and administrators! **all fields must have an answer. if you do not have room types or numbers please enter or select 0.** If you have additional directors, guest conductors, school administrators or other non-chaperone adults who need full festival packages please use this area.

NUMBER OF ADULT SINGLE ROOMS 1 King Rooms / 1 OCCUPANT = 1865 x \$1865 (E4), \$1555 (E3a), \$1500 (E3b), \$1195 (E2) = 1865
 NUMBER OF ADULT DOUBLE ROOMS 0 King Rooms / 2 OCCUPANTS = 0 x \$1250 (E4), \$1095 (E3a), \$1040 (E3b), \$885 (E2) = 0
 NUMBER OF ADULT DOUBLE ROOMS 0 Double Rooms / 2 OCCUPANTS = 0 x \$1250 (E4), \$1095 (E3a), \$1040 (E3b), \$885 (E2) = 0
 NUMBER OF ADULT TRIPLE ROOMS 0 Double Rooms / 3 OCCUPANTS = 0 x \$1045 (E4), \$940 (E3a), \$885 (E3b), \$785 (E2) = 0
 NUMBER OF ADULT QUAD ROOMS 0 Double Rooms / 4 OCCUPANTS = 0 x \$940 (E4), \$865 (E3a), \$810 (E3b), \$730 (E2) = 0
 TOTAL ADULTS PACKAGE COST = \$ 1865 (SUM OF TOTAL COST OF NUMBER OF ROOMS @ PACKAGE RATE)

DIRECTOR ROOMS: Each accepted ensemble will receive ONE complimentary director room. Up to three additional guest may stay in this room at a discounted rate of \$615 per person for package E4 or E3a and \$560 per person for package E3b or E2.

GUESTS 1 x \$ 615 per each person = 615 **Director Guest: I've included 1 guest in my director room. The package price is to cover meals and activities for each additional person**

HOTEL ONLY ROOMS: **HOTEL ONLY: These are great if you have an administrator coming for one day, or guest artist/conductors.**

HOTEL ONLY PRICE: \$280 per night per room. The HOTEL ONLY option is for administrators, guest performers or other non-package adults that wish to be housed with your group but will not be partaking in festival activities or meals with your group.

NUMBER OF HOTEL ONLY ROOMS 0 @ \$280 PER NIGHT x NUMBER OF NIGHTS 0 = 0

YOU WILL BE ABLE TO INDICATE YOUR ROOM CHOICE (KING OR QUEEN/QUEEN ROOM) ON YOUR HOUSING LISTS.

BUS DRIVER ROOMS: Drivers may be housed at off site airport hotel (\$250/night including parking), in the downtown at a hotel only price (\$280/night that does NOT include parking), or include your drivers as a package to provide meals and festival activities.

HOUSE MY DRIVERS AS: OFF SITE (\$250) HOTEL ONLY (\$280) PACKAGE HOLDER

NUMBER OF DRIVERS: 1 **BUS DRIVER TOTAL WILL BE CALCULATED WHEN YOU SUBMIT YOUR HOUSING LIST.**

THIS DATA IS TO HELP US GATHER HOW MANY OFF-SITE HOTEL ROOMS WE WILL NEED

TOTAL PACKAGE COST = \$ 32,550 x 25% = \$ 8,137.50 DEPOSIT DUE
 OCTOBER 15, 2023 Include the total number of students, adults (chaperones and non-chaperones), drivers and any additional directors in your total package number.

Festival Agreement page 3: **Sample H.S. Wind Ensemble**

With my signature, I indicate that I have read, understand and agree to all the terms and conditions included in this agreement.

The **Sample H.S. Wind Ensemble**

on behalf of ourselves and our participants, irrevocably grants to Music for All, its agents, licensees and assigns, the right to use in any and all media and in any and all forms this applicant's name, likeness, photographic image and any reproduction of their sounds, performance or appearance while attending the Music for All National Festival, for any purpose including but not limited to promotion, advertising or otherwise. With the use of the rights, we hereby release Music for All and its agents, licensees and assigns from all claims, liabilities and/or damages which now or in the future may arise from such use. We also agree to perform and include only such music for which we have procurement of or purchase of and are able to provide Music for All with written releases to perform copyrighted music from the owners of those performance rights if requested.

Deadline for signed Festival Agreement: September 15, 2023.

Festival Package Payment Schedule:

(1) 25% deposit of total amount due by October 15, 2023

(2) 50% of total amount due by December 15, 2023. NO CHANGES to Packages that reduce an ensemble's commitment can be made. You may add or change participants only

(3) Final 25% or balance of total amount due by January 15, 2024. Final rooming changes due by January 15, 2024. The balance due is based upon your January 15, 2024 or December 15, 2023 final package totals, whichever is greater.

NO CHANGES to Packages may be made after January 15th that reduce an ensemble's commitment. You may add or change participants only.

The signatures below indicate that the directors and administration understand and agree to all the requirements outlined in the "Festival Agreement." Submission of this agreement indicates that the ensemble will perform at the Music for All National Festival, March 21 - 23, 2024 in Indianapolis and pay the monetary commitment per this Festival Agreement.

Cancellation:

This agreement is non-cancellable. Should your ensemble not attend for any reason, your ensemble will be charged the total package cost for all travelers indicated on this Festival Agreement, less any mitigating expenses or savings, if any, as may be determined by Music for All in its sole discretion.

School/Ensemble Name **SAMPLE H.S. WIND ENSEMBLE**

Package Total Cost \$ 32,550 (total cost for number of students/directors and guests/additional adults/chaperones /drivers costs)

By agreeing to participate in the Music for All National Festival with the above indicated Festival Package Plans, the **Sample H.S. Wind Ensemble** agrees to pay the total amount stated above (subject to adjustments made and submitted on or before December 15, 2023).

These monies are non-refundable, to be paid in three installments by the dates listed as follows:

1. 25% deposit of total amount due by Oct. 15, 2023. 25% = 8137.50

2. 50% of total amount due by Dec. 15, 2023. 50% = 16,275.00

3. Final 25% or balance of total amount due by January 15, 2024. Final hotel rooming changes due by January 15, 2024.

Final balance due is based upon your January 15, 2024 final package totals

REMINDER: NO CHANGES to Packages that reduce an ensemble's monetary commitment can be made after Jan 15, 2024.

This agreement is submitted with the full approval of the school administration and in compliance with all policies set forth. We understand that as an accepted ensemble we must attend.

Sample H.S. Wind Ensemble

(Printed)
Ensemble Director

Date

(Printed)
School Administrator

Once you have signed the document will be sent to the administrator contact you entered at the start of the process. It may go to spam so it is good to follow up immediately or let them know.

We will not accept forms with out BOTH Signatures.