



Music for All National Festival, presented by Yamaha

SCHEDULE OF DEADLINES

March 21 – 23, 2024 • Indianapolis, IN



National Presenting Sponsor

ENSEMBLE DROP BOX LINK: _____

ENSEMBLE REGISTRATION ID: _____

FESTIVAL AGREEMENT, PACKAGES, & HOUSING INFORMATION

	DUE DATE
Festival Familiarization Session: Introduction and Forms	August 28, 2023 - 8pm EST
Festival Agreement	September 15, 2023
Festival Familiarization Session: Introduction and Forms <i>(Repeat session for Chamber Ensembles)</i>	October 2, 2023 - 8pm EST
Festival Familiarization Session: Housing and Transportation	October 23, 2023 - 8pm EST
Ensemble Travel Information Form	November 1, 2023
Hotel Rooming List - Students/Chaperones/Adults <i>(Excel Template)</i>	November 1, 2023
Festival Familiarization Session: Program Book and Scripts	November 13, 2023 - 8pm EST
Deadline for Rooming List Changes <i>(via Housing List Change Form)</i>	January 15, 2024
Festival Chaperone Meeting:	March 11, 2024, 8pm EST

PAYMENTS

	DUE DATE
Payment 1 – 25% Deposit	October 15, 2023
Payment 2 – 50% of Total Amount	December 15, 2023
Payment 3 – Final 25% or Balance of Total Amount	January 15, 2024

EVENT INFORMATION

	DUE DATE
Workshop Registration	November 30, 2023
Roster of Students	November 30, 2023
Additional Equipment Request Form	December 15, 2023
Stage Plot	January 15, 2024
Dietary Restrictions <i>(optional)</i>	January 15, 2024
Ensemble Meeting Request Form <i>(optional)</i>	January 15, 2024

PROGRAM BOOK AND SCRIPT INFORMATION

	DUE DATE
Program Book Information <i>(Director Names & Bios, About the Ensemble, About the School, Personnel List, Ensemble Photo, Director Headshots)</i>	November 13, 2023
Script Information <i>(Musical Selections: Title, Composer, Arranger, Conductor – In Performance order; Program Notes, Administrator Names, Plaque Acceptance Student Names)</i>	January 30, 2024

REPERTOIRE SELECTION INFORMATION

	DUE DATE
Initial Program Selection List <i>(see Program Selection Form for details)</i>	September 20, 2023
Clinician Liaison Availability Form	September 20, 2023
Reduced/Revised Program Selection List	November 15, 2023
Reduced/Revised Program Selection List	December 15, 2023
Final Program	January 15, 2024
Clinician Liaison/Composer Interaction Form	January 15, 2024

Copyright Report
Recording of Entire Concert Program (Submit via Dropbox)

January 30, 2024
February 15, 2024

Ensemble Scores: REMINDER THAT ALL SCORES MUST BE ORIGINALS AND WILL BE TURNED IN ON SITE AT CHECK-IN
Four Original Copies of Scores for each selection: All Concert Bands and Orchestras
Three Original Copies of Scores for each selection: Percussion Ensembles and Chamber Ensembles

ADDITIONAL ITEMS (OPTIONAL)

Butler Dean's Scholarship
Revelli Scholarship

DUE DATE
TBD
February 26, 2024

TICKETS AND OTHER PACKAGES*

Honor Ensemble Concert Ticket Order Form (a-la-carte)
Banquet Ticket Order Form (a-la-carte)
Family and Friends Package Orders

DUE DATE
February 15, 2024
February 15, 2024
February 15, 2024

**These options are for families and guests not traveling and staying with their festival ensemble or honor student.*

CHRONOLOGICAL DUE DATE LISTING**DUE DATE**

Festival Agreement	September 15, 2023
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Program Book Information	November 30, 2023
Payment 2 – 50% of Total Amount	December 15, 2023
Reduced/Revised Program Selection List	December 15, 2023
Equipment Request Form	December 15, 2023
Payment 3 – Final 25% or Balance of Total Amount	January 15, 2024
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Final Program	January 15, 2024
Deadline for Rooming List Changes (via Housing List Change Form)	January 15, 2024
Stage Plot	January 15, 2024
Dietary Restrictions (<i>optional</i>)	January 15, 2024
Ensemble Meeting Request Form (<i>optional</i>)	January 15, 2024
Script Information	January 30, 2024
Copyright Report	January 30, 2024
Recording of Entire Concert Program (Submit via Dropbox)	February 15, 2024
Honor Ensemble Concert Ticket Order Form	February 15, 2024
Banquet Ticket Order Form	February 15, 2024
Family and Friends Package Orders	February 15, 2024
Revelli Scholarship	February 26, 2024
Butler Dean's Scholarship	TBD

FAMILIARIZATION MEETINGS: VIA ZOOM

Festival Familiarization Session: Introduction and Forms	August 28, 2023 - 8pm EST
Festival Familiarization Session: Introduction and Forms (<i>Repeat session for Chamber Ensembles</i>)	October 2, 2023 - 8pm EST
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Festival Familiarization Session: Program Book and Scripts	November 13, 2023 - 8pm EST
Festival Chaperone Meeting - (one representative per school required)	March 11, 2024 - 8pm EST