

Dear Director,

Thank you for your interest in helping the North Carolina Music Educators Marching Band committee field trial the sheets that we have developed. This is a very exciting time for our state and I appreciate your willingness to be part of the process and help us improve this activity throughout the state. I would like to give a few words of explanation of what this does and does not require of you.

There is no mandate for class sizes. There is no requirement to have your contest on any particular weekend. There is no cost to you to use the judging materials. The time interval of bands, hiring of judges, honorary awards and other details that make your competition unique, are left up to you. We will provide a procedures manual with suggestions about the running of your competition.

In addition to the costs of the sheets, there are a few things that everyone using the proposed sheets and system must do. The sheets that will be used in this system are duplicates. We will use these duplicates to collect data to help us improve this new system. We will also ask you to help us in collecting data from your contest and providing some information from the directors at your competition. We will ask that you return this information to us after your competition. If you do decide to use these sheets at your competition, the system and the sheets must be used in their entirety. The system for naming "Band of the Day" or "Grand Champion" must also be used as provided. There are many options that you have. You may use either a five or six judge panel to evaluate the bands at your competition. You may substitute your own guard, drum major and percussion sheets. As is outlined in the procedures manual, you may also use members of the panel to select percussion, guard and drum major awards. As many competitions throughout our nation are not giving drum major awards, there are no sheets provided. It is imperative that the sheets and the system be used exactly.

Upon receipt of your application, you will receive a contest packet containing sheets, a procedures manual, forms to help us collect data from you about your contest and judges and forms to help us collect data from the participating directors. The procedures manual will also be provided in electronic form for you to "personalize" for your competition. Please help me by following all of the deadlines and calling if you have questions or problems. Attached is an application form to receive a contest packet. Thank you for your willingness to help!

Sincerely,

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