

February 20, 2006

Greetings everyone. As we enter the last few days of preparation for the MTVA Choral Festival, I thought it prudent to fill you in on some final instructions. With a new location come new procedures, so please take the time to read through this document in its entirety. Our host has been especially gracious and hospitable; we want to do all we can to keep a good relationship with the staff and congregation of the First United Methodist Church of Murfreesboro. By following the directions below, we can all make sure not to cause any undue stress on the staff or parishioners. Thank you in advance for your compliance.

Brian T. Russell

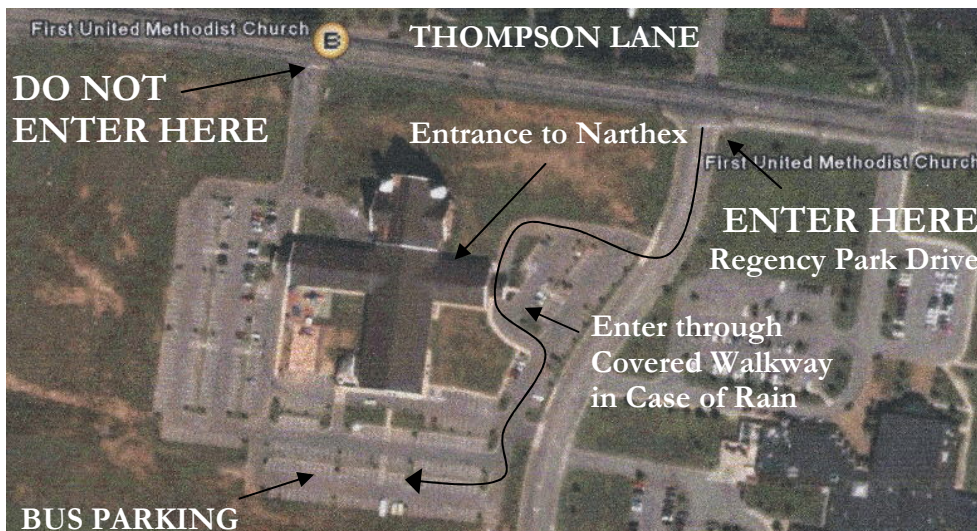
I. Entering the Church lot and Bus/Vehicle Parking



Please do not enter the West Side of the Church campus. There is a preschool; therefore children are likely to be present. In addition, they block off much of the lot which could make maneuvering a bus difficult. Instead...



Enter from the East Side of the Church campus. You will turn onto **Regency Park Drive**, which is the street between the church and Erma Siegel Elementary School. Your bus can drop off the director and students near the sanctuary entrance. Bus parking will be in the rear of the church. If you have smaller vehicles, park anywhere, but please enter through **Regency Park Drive** – do not turn in directly from Thompson Lane.



II. Entering the Church Building/Registration



Once your bus has entered the campus, the director should come into the Narthex for registration. **PLEASE LEAVE YOUR STUDENTS ON THE BUS WHILE YOU REGISTER!!!** The Narthex (lobby) is adjacent to the sanctuary – any noise made in the Narthex could possibly disturb the performance of another choir and/or impede the abilities of the adjudicators. After registration, you may bring your choir in, but please keep them quiet! Upon registration, a Choir Aide will be assigned to you. This student will accompany you the entire time, taking you to and from the warm-up area through performance and into sightreading. He/she will be able to answer any questions you might have.

III. The Performance Area



- The Sanctuary is very large and acoustically pleasing. Four-step choral risers will be setup in front of the choir loft in the chancel area. The piano will be on stage right. Smaller choirs may want to sing on the wooden steps leading up to the chancel area.
- Adjudicators will be seated in the balcony. With such a well-designed space, however, the ensemble sound is not lost due to distance. The integrity of sound is still crisp and warm in the balcony due to the high ceiling.
- Smaller choirs may feel tiny in the large space, but the acoustics will accommodate any size ensemble.
- All choirs will enter from the Stage Right door. All choirs will exit Stage Left. Your Choir Aide will remind you of this when you leave the Warm Up room to ensure your students line up correctly.
- You will receive taped comments from each adjudicator.
- You will also receive one “clean” tape of your performance with no comments.
- After your performance and sightreading, your results will be ready in about 30 minutes. At that time, please pick up your packets and trophies at the registration table in the Narthex. If you leave before your results are posted, you can pick up your trophies and adjudication sheets at White House High School at your convenience.
- Should you have any questions, please do not hesitate to contact me – brianrussell@msn.com
- Reminder – Show up at least 30 minutes prior to your scheduled performance time.
- Reminder – Bring three copies of your music with measures numbered!