Peak Music Festivals

PARTICIPANT INSTRUCTIONS – EISEMANN CENTER

Please arrive at least 30 minutes prior to your scheduled warm-up time.

If you will be delayed, please call the Festival Day Contest Number on the Participation Instructions Page of the Peak Website and let the Festival Administrator know.

Remember to bring:

- Three (3) copies of your **numbered scores**
- Three (3) copies of our **seating chart** showing chairs, stands, equipment
- One (1) completed **Announcers Form**

Note: Risers are not used at any Peak Festival Site

LOCATION
Facility Address: 2351 Performance Drive
Richardson, TX 75082

The Eisemann Performing Arts Center is on Performance Drive immediately EAST of the Renaissance Hotel in Richardson. From US-75 take the Galatyn Exit, proceed East on Galatyn to Plaza Drive, turn left onto Plaza Drive and go past the Eisemann Center. Turn right onto Lookout Drive, then turn right again onto Performance Drive and unload at curbside on Performance Drive at the NORTH EAST end of the Center. This location is also bus parking.

ENTRY TO EISEMANN CENTER
Enter the building through the North entrance Backstage Door and proceed downstairs to warm-up. Warm-up is in the "Bank of America Hall." Monitors will be on hand to assist you to and from each area.

CHECK-IN
Upon arrival please check in at the contest office inside the South Main Entrance and leave your Judges' Scores, Seating Charts, and Announcer Script.

INSTRUMENT CASE STORAGE
Leave as many instrument cases as possible on your buses. Once inside, storage is available downstairs in the foyer outside the warm-up room, in the designated areas only.

STUDENT CHANGING
Students may change clothes in the restrooms on the warm-up level ONLY and main

level restrooms should NOT be used as a changing area. Students are not allowed on the balcony level.

WARMUP ROOM
Time in the warmup room includes moving and setup as well as actual warm-up time. Please be ready to exit the room when requested.

We do not provide a tuner or metronome. Electronic devices with tuner/metronome apps that you are familiar with are recommended for use in the warm-up room.

ON STAGE WARMUP
Warmup on stage is restricted to one whole note scale or an 8-bar chorale excerpt.

EQUIPMENT AVAILABLE ON STAGE
Bass Drum, Chimes, Xylophone, Marimba, vibes, gong, orchestra bells, four timpani (23, 26, 29, 32), piano, podium, stands & chairs. You must bring your own sticks, mallets, beaters, snare drums, cymbals and anything else you need that is not listed. Please use the provided percussion vs. your own in order to reduce setup time.

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PERFORMANCE
The goal of Peak Festivals is to provide a quality performance experience for all students. We do everything possible to make sure we stay on schedule and that when it is your performance time, it is your time to shine and for your students to take it all in, enjoy the experience and do their best.

FESTIVAL ETIQUETTE
Students are encouraged to stay and hear other groups but quiet must prevail when a group is performing. No one is to enter or exit while a group is playing. Also, caution your students to keep noise to a minimum in the corridors and foyer of the building.

RECORDINGS
DB Audio (David Burks) is the official recorder of Peak Events. Directors will receive an invitation from DB Audio to a shared Google Drive folder which will contain their school's audio files from their performance at Peak Music Festival.

PHOTOS
Peak no longer takes group photos, so if you want a photo, arrange to have one taken by an individual of your choice. An On-Stage photo opportunity will be made available just prior to your group's introduction. You may have one representative take a photo of the group. Directors should pose to one side of their group.

JUDGES' CRITIQUE SHEETS
Critique sheets will be emailed to you from each judge immediately after your performance.

CHECK OUT
After performing, stop at the contest office to pick up:

- Results Sheet
- Scores
- Certificates of Merit
- Trophies

AWARDS

- **Divisional Trophy** – All Groups
- **Best in Class Trophy –** One each Festival Day in classes with two or more entries and when winning score is 1st Division
- **Most Outstanding Group Trophy** - Awarded to one middle school band, one middle school orchestra, one high school band AND one high school orchestra ON EACH FESTIVAL DAY. Winning score must be a 1st Division.
- **Certificates of Merit** - Awarded to worthy students and/or sections nominated by judges.

STAYING ON SCHEDULE
Eisemann will be closing immediately after the last group performs and we are under contract to leave the building at the conclusion of the Festival. If you have to wait for buses, let us know in advance. We must all vacate the building at closing time.

CANCEL AND REFUND POLICY
In the event you must cancel your performance, our cancel and refund policy can be viewed on our website. http://www.peakmusicfestivals.org

THANK YOU FOR PARTICIPATING IN PEAK MUSIC FESTVALS!