

The South Florida Winter Guard Association

APPLICATION TO HOST A 2010 CONTEST

This Form may be filled out on your computer using Microsoft Word® and submitted via email.

TERMS OF AGREEMENT: If selected to host a contest, this Application, the Contest Host Agreement, and the document entitled "Contest Host Facility Requirements" constitute the entire agreement between the South Florida Winter Guard Association Inc (*the Contest Promoter*) and your Organization (*the Contest Host*) in regard to the specific contest.

BIDDING: All member units in good standing of the South Florida Winter Association are eligible to host contests and to bid on contest dates. Bidders may select as many dates as desired to bid on. However, prior to submitting any bid, the Bidder must ensure that the gymnasium, warm up areas, parking lots, and all common areas are available without conflict, cleared through the school Administration, and reserved on the school's calendar under the Bidder's name for the entire day, for each date that is bid on. Member Units who are awarded a contest will be notified in October.

DEPOSITS: A school or Booster Association check or money order in the amount of \$1,000 is required to guarantee any contest date(s) that may be awarded. Upon notification that a contest date has been awarded, the Bidder will be mailed a Contest Host Agreement, which must be signed and returned to the SFWGA with the guarantee check within 10 business days. The check for the \$1000 guarantee will be deposited by the SFWGA immediately upon receipt. The guarantee deposit will be refunded only if the contest is subsequently cancelled by the SFWGA. **The guarantee deposit will be forfeited and not refunded if: 1) the bidding unit fails to remain a member in good standing of the SFWGA, 2) the bidder voluntarily withdraws the bid after the contest has been awarded, 3) the bidder fails to properly reserve facilities and those facilities become unavailable for contest use.** *If you are only bidding on the Premier or Championship contests a guarantee deposit is not required.*

HOST FEES: Contest Hosts are charged a fee to offset a portion of contest expenses. The fee is based on the number of entries into the contest. *Hosts for the Premier and Championship contests are not assessed a Host Fee.* Bidders who are awarded a contest will receive an invoice in January 2010 indicating the fee. A school or Booster Association check for the full amount, less the deposit already paid, must be submitted to the SFWGA within 10 business days of the invoice. The check for the fee will be deposited on the first business day following the event. **Host Option without Host Fees:** Upon receiving notice of the Host Fee, the Host may, within 10 days of the invoice date, exercise an option to relinquish rights of admission ticket sales to the SFWGA. In return, the Host Fee will be reduced to 20% of the original fee (a discount of 80% of the original fee). All other conditions of hosting the Event remain the same.

CONTEST PROMOTER RIGHTS AND RESPONSIBILITIES: The SFWGA will arrange and pay for Judges, Contest Administrators, Tabulator(s), Announcer(s), Sound Technician(s), and all related airfare and hotel accommodations. The SFWGA will provide trophies and awards, the contest audio system, and tabulation computers. The SFWGA will secure music copyright licenses and pay associated music license fees and royalties relative to the Event. In return, the SFWGA will be entitled to the Contest Host Fee, received by the due date stated on the Contest Host Invoice, and deposited for collection on the first business day following the Event. *The SFWGA is entitled to all revenue from admission ticket sales to the Premier and Championship contests.* The SFWGA is the copyright owner of all performances occurring at the Event.

CONTEST HOST RIGHTS AND RESPONSIBILITIES: The Host agrees to pay a \$1,000 guarantee deposit to the SFWGA no later than the due date stated on the Contest Host Agreement, and the remainder of the full Host Fee no later than the due date stated on the Contest Host Invoice. The Host will arrange and pay for all facility charges that may be assessed by the school or facility owner, security and Police staff, First Aid attendants, School Administrator(s) if required by the facility owner, custodial and cleanup fees, entrance and exit Door attendants, unit check in attendants, liability insurance for injury to spectators (which may be provided by the school or school district), and food and beverage service to Judges and Contest Staff. In return, the Host will have exclusive rights to all food and beverage sales to the general public, is entitled to all revenue from admission ticket sales, and all other approved fundraisers operated by the Host. *Hosts of the Premier and Championship contests are not entitled to admission ticket revenue.*

SUBROGATION OF AUTHORITY: The SFWGA will assign a Contest Director to the event. The Contest Director will have full authority of all activity in and around the contest areas for the duration of the event. Contest areas include the gymnasium, staging area, access doors and foyers, and warm up areas. Designated event time begins one hour prior to the first scheduled performance of any participant (color guard, percussion, solo, or exhibition) and ends one hour after the conclusion of the last performance of any participant. No activities, solicitations, announcements, banners, ad hoc performances, or changes to traffic flow, seating, or facilities may occur without the prior written consent of the Contest Director, or as permitted under the "Contest Host Facility Requirements." The Florida Federation of Judges Association will assign a Chief Judge to the event. The Chief Judge will have full authority over all judging aspects of the competition, including scores, Judges' seating areas, dinner and break times, and the scheduling of Critique.

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This form can be filled out using Microsoft Word® on your computer and submitted via email.

School Name (or Unit Name if Independent):	
Name of Person Submitting this Form:	
Area Code and Phone Number of Person Submitting Form:	
Email Address of Person Submitting this Form:	
Street Address of Contest Site:	
City, State, Zip:	
URL Address of your Band or Color Guard Website (optional):	www.
Spectator Admission Price you intend to charge:	\$

Contact Information: This is the person that the SFWGA will send important information about your contest to. Important information is often mailed during Winter Break. Do not use a school address unless this person can receive US Mail at the school.

Name of Contact Person:	
Area Code and Phone Number of Contact Person:	
Mailing Address of Contact Person:	
City, State, Zip:	
Email address of Contact Person:	

CONTEST SELECTION

Indicate the date(s) you are bidding on. Double-click the box to insert a check mark.

- | | | |
|---|---|---|
| <input type="checkbox"/> Jan 30 Premier CG & Perc | <input type="checkbox"/> Feb 6* CG & Perc | <input type="checkbox"/> Feb 13* CG & Perc |
| <input type="checkbox"/> Feb 27* CG & Perc | <input type="checkbox"/> Mar 13* CG only | <input type="checkbox"/> Mar 27 Championships CG & Perc |

** Host fees will apply to the 2/06, 2/13, 2/27, and 3/13 contests*

GYMNASIUM INFORMATION

(If provided for a previous year's contest, you do not need to provide again)

Posted seating capacity of the gym (on the fire code sign):	
Number of rows, top to bottom, of the Spectator bleachers:	
Distance in feet from the front of the bottom bleacher row to basketball court boundary line:	
Distance in feet from the left gymnasium wall to the right gymnasium wall:	
Ceiling Height of the gymnasium:	
Ceiling Height of the indoor warm up area:	

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- The school administration has agreed to the use of this site for the contest. The gymnasium, common areas, and parking areas are available and reserved between the hours of 9:00 AM and 11:00 PM on each of the dates listed on Page 2, and no scheduling conflicts exist.
- A refundable deposit of \$1000 will be required to secure any contest date(s) awarded. This check will be immediately deposited by the SFWGA. **You will be invoiced for this amount if a contest date is awarded.** Notifications of contest assignments will occur in October 2009.
- Hosts are charged a fee, which is based on the number of participants in their contest. If awarded a contest, the Host will be invoiced for the fee in January 2010. The SFWGA will deposit the check for the Host Fee on the first business day following the Contest.
- We have read, understand, and agree to the terms on all pages of this document and in the document entitled "Contest Host Facility Requirements."

By electronically signing my name below, I certify that I have discussed the logistics and requirements of Hosting a Contest with my Band Director and School Administration, that the facilities are available without conflict, and are reserved for each day indicated on this form. I certify that my Band Director and School Administration agree to the use of the facilities for this purpose, and to all terms and conditions as outlined in this Agreement.

Type your complete first and last name:

Save this document to your computer, then attach it to an email, and send to:

generemillet@sfwga.org

The email must be received no later than September 30, 2009

You will receive a return email notification confirming receipt.

Alternate Bid Submission Instructions:

We recommend submitting your Host Application via email. If you prefer, however, you may print the document and mail all 3 pages to:

Gene Remillet, SFWGA Vice President
7612 SW 8 Court
North Lauderdale, FL

Mailed forms must be received by September 30, 2009

For Questions about this form, or about Hosting a Contest, email generemillet@sfwga.org