

Ribbon Festival, November 4, 2023; Location: Yakima Covenant Church; Composer: John Williams or Aram Khachaturian.

As noted on the registration form, the deadline for delivery of registration materials (Teacher Registration Form, Fees, and signed Permission Slips) is **October 8, Noon**. You'll find delivery instructions on the Teacher Registration Form. One check per studio, payable to WSMETA. **PLEASE NOTE THAT THE FEE HAS CHANGED SLIGHTLY. No longer is there a \$5 discount for additional family members.**

October 22 or earlier: Teachers will receive schedule with info to fill in on the cards for their students. **Weeks of October 22 and 29:** Teachers fill out cards and give schedules to students. Remind students to arrive about 15 minutes earlier than their first event to keep things running on time.

In filling out the **Registration form**, here are some things you can do to help us: Print legibly! Make sure your name, e-mail address and phone number are at the top of the form. Make one check for your whole studio payable to Yakima-Ellensburg WSMETA so we don't have to deposit 100 checks! Put an X in events that students are not doing. Give us **accurate** timings on the duration of your students' solos, ensembles and hymns, including 15 to 30 seconds for the approach, announcement, and bow. Tally how many students you have in each event, as well as each level for Sight Reading, Metronome, Ear Training and Theory, and how many "special" ribbons you'll need for non-student ensemble partners. Before you deliver your Registration form, check it over to be sure you gave us all the information asked for. **TURN THEM IN ON TIME!**

We will give consideration, but no guarantees, to students who request a specific time of day. Such requests should be clearly noted on a separate sheet of paper, labeled with the teacher's name, and delivered with the registration materials.

Think about your students' experience when deciding whether they should participate in an event. For example, if they do not typically memorize well, it might be good to not sign them up for a solo. Every student does not need to do every event. We want them to be successful and have fun!

Regarding cards: You are given an image of the card with your registration packet. Some teachers like to use the card format for planning who will participate in which events. For Festival day, please photocopy the image onto card stock so that each student will have a card. (If you cannot make the copies, please contact the chair of the event, who will make cards for your students). You will fill in their cards with their class time, levels, titles, composers, etc., when you receive your students' schedules approximately two weeks before the Ribbon Festival.

Thanks for your attention to these details! You'll make our job a lot easier if we don't have to track down answers.