



This document contains important details specific to the West Houston Regional Championship and is a supplement to the General Event Procedures document released earlier this season. Please review the General Event Procedures document if you haven't already: [marching.musicforall.org/directorinfo/](https://marching.musicforall.org/directorinfo/)

## NEW FOR 2021:

### Pre-Draw for Finals Performance Order at Regional Events

- At Band Check-In, every performing band in Prelims will draw a number to determine Finals order.
- The Finals performance schedule will be derived by assigning the top 6 scoring bands from Prelims the last 6 performance times in numerical order according to the pre-draw. The next 6 will be assigned the first 6 performance times in numerical order according to the pre-draw.
- A Finalist Directors meeting will still occur. The official Finals schedule will be distributed as well as field passes and information regarding the Finals Awards Ceremony.

### 12 Band Regional Finals

To highlight more outstanding performers, all 2021 Bands of America Regional Finals will include 12 finalist bands. As in past years, class champions that do not advance to finals will be invited to perform in exhibition, as well as participate in Finale Awards.

### Cooperative Tickets Discontinued

To make possible the no-cost student entry for all participating students, Music for All has discontinued the traditional Ticket Cooperative for BOA Championships.

## PRE-PERFORMANCE FLOW:

### Band Check-In

- When you first arrive at Legacy Stadium, your buses and trucks will access the parking lots from Katy Ft. Bend Rd. You will then be directed to **Band Check-In**, located on the west end of the Bus Parking Lot (see Site Overview Map).
- Band Check-In will open 30 MINUTES prior to the **FIRST** band warm-up time.
- Your check-in packet will consist of your twenty-five Championship Prelim field passes, your six name badges, any additional purchased credentials, an updated performance schedule, participant segment patches, and other relevant event information.

### Credentials

- All bands are guaranteed 31 credentials as part of their enrollment fee – six director name badges and 25 field passes. Field passes are **valid for Prelims only**. Name badges are valid for both Prelims and Finals. Names are determined by those entered on the Director Name Badge and Additional Credentials Form. Distribution of the name badges is ultimately the decision of the head director.
- A band may purchase up to 10 additional credentials. **All additional credentials must be purchased by Monday, September 27<sup>th</sup>, 2021 with a credit card.** The combination of additional name badges and field passes may not exceed 10. Of those 10, a maximum of 4 may be name badges. Additional credentials will not be available for purchase on-site.
- Name badges and field passes are valid for flow areas and field access during **your band's performance ONLY**. Name badges and field passes allow entrance into the stadium concourse and spectator seating areas. Passes must be visible when entering the stadium.

- Field passes are not tradable and may not be shared with other participating bands. The use of field passes will be monitored, and penalties assessed for abuse of the rules.
- Holders of Field Passes may not take photographs from the field level. Pass holders may go into the spectator seating area during the performance where taking of personal photos is allowed. Video and audio recording is not permitted from the field or the stands, without News Media Video credentials, requested in advance and pre-approved for eligible media by Music for All.
- Competing Band Field Passes for Finalist Bands will be handed out at the Finalist Director Meeting.
- Nurses are not exempt from the field pass policy and must have a pass if needed on field during your band's performance. BOA will provide an on-site medical crew all day.
- Wristbands for bus and truck drivers will be distributed at Band Check-In. The number will be derived from your parking pass request form. Wristbands are valid for Prelims and Finals spectator entry only. Wristbands are not valid for field access.
- **Bands of America does not provide bus driver or staff hospitality areas.**

### **Bus/Truck Parking Passes**

- At the W. Houston Regional Championship, bus/truck parking passes are complimentary. If you have not submitted a parking pass request, please complete the form as soon as possible.
- **Bands must complete your parking request by Monday, September 27.**
- Once you complete your online parking pass order, you will receive a confirmation email which contains a link to a Dropbox folder, containing the parking pass template. Include your school name on the pass, and you may only print the number of parking passes you requested in the form. The number of vehicles admitted into the lots will be verified by BOA Staff. If you need to purchase additional passes, please fill out the form again.
- **A parking pass is required for each bus and truck. Please display the pass prominently in the front window of the vehicle. For the safety of your students and all attendees, NO VEHICLES will be admitted to the lot without the appropriate pass.**
- One Complimentary Staff Vehicle parking pass will be included with the bus/truck parking passes. Note that **parking for one staff vehicle per band will be available in bus parking area.** All other personal vehicles need to park in a spectator lot.
- Bus/Truck parking passes may NOT be used in personal vehicles or RVs/campers. Parking Pass procedures and rules DO APPLY to staff vehicles.

### **Bus/Truck Parking Location and Procedures**

- Please access the Bus/Truck Parking lots from Katy Ft. Bend Rd. Trucks should use the SOUTH entrance and Busses should use the NORTH entrance (See Site Overview Map for more information)
- BOA Staff will be on hand to meet you upon arrival and will give your drivers parking instructions.
- Physical or musical warm up, or other organized activity (including stretching), is **NOT** allowed in the parking lots and is **ONLY** allowed in the official warm-up areas during your assigned warm-up time.
- No eating is allowed in the Bus/Truck parking areas. Please utilize the Band Picnic Area, if needed.
- BOA is committed to providing safe and secure venues and events. Your compliance and cooperation are appreciated.

### **Band Warm-Up**

- Warm-up is located in the parking lots on the south west end of the property (see Site Overview Map). All warm-up areas are paved surfaces.
- It is your responsibility to report to your warm-up area at your scheduled time.
- While in warm-up, Bands of America staff will monitor your time and direct you to the Band Entrance Gate for your report time as listed on the Prelim schedule. **Your group will begin moving out of the area with 2 minutes left in your time and must be clear by the end of your time.**

- Your warm-up official will signal your designee at 15 minutes, five minutes, and two minutes before you must be clear of the warm-up area.
- Bands may **NOT** warm up or rehearse on site, except during their assigned warm-up period and **ONLY** at the assigned location. Remember, there is no warm up (musical or physical) allowed in the parking areas at BOA events. **Failure to comply with warm-up regulations may result in a penalty.**
- If you arrive late for your warm-up time, you cannot stay past your scheduled time. You will be dismissed from warm-up on time so that you will arrive to the band entrance gate on time.
- If you wish to have additional warm-up or practice times, you must make your own arrangements off stadium property. Off-site areas cannot be within earshot or visual vicinity of the event.

## Percussion Warm-Up

### Battery Percussion

- The battery warm-up area is with the band in the designated band warm-up area.

### Pit Percussion

- **Your pit will arrive at the stadium gate 15 minutes prior to the rest of the band.**
- A separate pit percussion warm-up area North of the full warm up area (see Site Overview Map).
- Pit percussion may also warm up with the band in the designated band warm-up area, although this is not recommended due to distance from the stadium.
- Due to the warm up area's distance from the stadium, loud percussion instruments (cymbals, drums, etc.) may be prohibited during warm up. Please be prepared to utilize only mallet keyboard instruments with soft mallets in the designated pit warm-up areas. **There can be no sound bleed into the stadium.**
- Pits will report to the Entrance Gate at their designated time (15 minutes prior to the band report time).

## During Your Warm Up

- **There can be no sound bleed into the stadium.**
- **Wireless microphones transmitters, wireless networks, and audio and/or lighting control devices may interfere with performances in the stadium and, therefore, may not be used in warm-up areas.** Please avoid any wireless signals that may interfere with a performing band on the field.
- Wired instruments including guitars, keyboards etc. may be used in warm up at reasonable volumes or while not amplified.

## Instrument Repair

- BOA attempts to secure a local music store to serve as the official music store for the event and provide on-site instrument repair service. More details will be available at Band Check-In. In cases where BOA cannot contract a music store, a small instrument repair kit and limited number of loaner instruments will be available if needed.

## **PERFORMANCE VENUE INFORMATION:**

### **Motorized Vehicles**

- Motorized vehicles are allowed into the stadium.
- **All vehicles must have sufficient covering underneath the engine of the vehicle.** There cannot be any acid, fuel, or oil drop on the turf.
- **At no time may a motorized vehicle be inside the playing area of the field. Vehicles can only be driven on the turf surrounding the field.**
- Please unlock the wheels on your equipment when in transport. To prevent damage to the playing field, it is recommended that all large instruments and props utilize pneumatic, or similar-style wheels of sufficient size and rating for weight.

### **Gate Dimensions and Stadium Flow**

- The performance entrance gates are **14' high, with ramps on an 8 degree angle, and 19' wide.**
- The exit gate is 14' high with ramps, on an 8 degree angle, and 14' wide.
- **If you have any oversized props or equipment that will not fit through the exit gates, please use the field entrance gate and the conclusion of your performance FOR THESE PROPS ONLY. If this is necessary, please check-in with BOA staff at the Band Check-In, as well as at Band Entrance Gates to communicate your needs prior to transiting.**

### **Field Marks Present**

- The Performance Field is marked with NCAA/Texas High School Field Markings.
- NCAA/Texas High School markings will be marked in White Paint.
- NCAA/Texas High School field markings are 60' from the front and back sidelines and 40' apart.
- **NEW FOR 2021 - Livestream microphones will be placed 1 foot outside the 15 foot line on the 35 and 50 yardlines – PLEASE BE AWARE OF THIS WHEN DETERMINING PODIUM AND SPEAKER PLACEMENT.**

## **PERFORMANCE SAFETY REMINDER**

Per our rulebook, staging/props shall be limited to a maximum height of **12 feet tall**, including safety or other railings or equipment. Additionally, no participant may be on, or be placed on, any portion of any prop where the participant's feet are more than six feet above the playing surface of the stadium, unless appropriate safety railing and/or other safety equipment are in place and in use. Soft props that use air as an effect and are made of soft materials (streamers, fabric, inflatables, etc.) shall be limited to a maximum of **25 feet tall**.

## **GENERAL INFORMATION:**

### **Adjudication Panel and Commentary General Information**

- The adjudication panel for the West Houston Regional is Bob Elliott, John Fisher, Ken Giese, Marty Griffin, Matt McCready, Paul McGarr, and Dale Warren. The Chief Judge for the West Houston Regional is Richard Saucedo. Specific caption assignments will be distributed on-site at band check-in. Your post-event judging questions and concerns should be directed to BOA Chief Judges Gary Markham (markhamg@aol.com) and Richard Saucedo (richardsaucedo1@me.com).
- Music for All is utilizing CompetitionSuite this fall for adjudication scores and commentary.
- You will receive an email from CompetitionSuite to create or update your profile. You can add members of your staff, cell phone numbers for text alerts, and other information to assist in receiving judge commentary from your performance.

### **Audio Commentary Process:**

- Shortly after your Prelims performance, you will receive a text message to your primary director phone number letting you know that your commentary files are beginning to upload for you to

review. You can then open the CompetitionSuite phone/tablet application or visit the CompetitionSuite website to listen to your commentary.

- **No scores or recaps, Prelims or Finals, will be released prior to the conclusion of the Finals Awards Ceremony.** All scores will be available online via CompetitionSuite.
- A reminder email will be sent by Tuesday after each event if you misplace the link to access your sheets or scores.

### **Restrooms and Changing Facilities**

- If your band needs to change into and out of uniform, restrooms will be available on the visitor side of the stadium.
- If you need to use these facilities, please go **IN A GROUP**.
- A limited number of port-a-lets will be available near the truck parking lot and pit warm-up area.

### **Picnic Location and Procedures**

- The designated picnic area is located in a park, directly north of the truck parking lots (see enclosed map).
- Please remind your students to appropriately dispose of their cups and other trash after use.
- Eating is **NOT** allowed in the bus/truck parking areas because of safety concerns.
- Outside food and beverages are **NOT** allowed to be brought into the stadium, either by students or spectators.
- **The stadium will be cleared and concessions will be closed during the dinner break between Prelims and Finals.** Please review the Picnic Information document for more details about on-site picnic areas for use by bands.

### **Participant Hydration**

- **Bands of America will provide a post-performance water station.** Water stations will be placed near the Band Exit Gate.
- **Each participating band should plan appropriately for the care of its students throughout the duration of the event.**
- In most cases, Bands of America will have access to facilities to refill or replenish your water supply. Containers, cups, supplies, and the provision of water service itself are ultimately the responsibility of the participant.

### **Complimentary Finals Tickets for Non-Finalist Bands**

- If your students do not perform in Finals, tickets will be available for bands that wish to stay and watch Finals. All student group **WILL** need a ticket to enter the stadium.
- At all Regionals and Super Regionals, non-finalist student tickets are complimentary.
- Student groups will proceed to the Band Re-Entry Gate to enter. A QR code will be at the gate with the band's student count for ease of entry.
- Tickets are for non-finalist students only, **NOT** for band staff and parents. Director name badges will still be valid for stadium entry, however those with Prelim field passes will need tickets.
- All other ticketed patrons will need to enter at the primary gate.

### **Local Time**

- The West Houston Regional will operate on Central Time. Please plan your travel and arrival times accordingly.

### **Spectator Parking**

- The spectator lot is West of the stadium. Vehicles may access lot from Katyland Dr. See attached maps for further information.
- There is a \$5 for spectator parking.
- Spectators will not be charged a second time should they decide to leave and return, however **space is not guaranteed upon return.**

- Outside food and beverage are **NOT** allowed in the Stadium. Please share this with your parents and boosters in advance.

## **PHOTOGRAPHY, MERCHANDISE, EVENT LIVESTREAMS**

### **Photography**

- **Jolesch Enterprises** will be on-site taking action photos on the field level. At select events they will also offer group and section photos. Ordering information is available online at [www.bandgroupphotography.com](http://www.bandgroupphotography.com)
- Use of cameras of any kind is **NOT ALLOWED** on the field (stadium floor) for any BOA event. Please communicate this to your parent/booster group.
- **Still cameras (digital or film, professional or otherwise) are allowed into the stadium and may be used from stadium seating, but not on the field.**
- Tripods and similar equipment that may obstruct the view of others in seating areas are not allowed.
- The issuance of a “Field Pass” or other non-Media BOA Credential does not include the right to use a camera on the field. Pass holders must go into stadium spectator seating to use their camera.

### **Event Merchandise**

- PepWear is the official Bands of America Merchandise provider and will be on-site at each BOA Fall Championship.
- Online shopping is also available at [shop.musicforall.org](http://shop.musicforall.org)
- Championship Patches are available for pre-order at the online store or at [marching.musicforall.org/downloads](http://marching.musicforall.org/downloads) to allow for easy pickup at the event.

### **Live Streaming of all Bands of America Championships**

- All 2021 Bands of America Regional, Super Regional and Grand National Championships will be live streamed, powered by BOX5 Media, the leader in scholastic marching band streaming video. Available by event or subscribe to the full season at [BOALive.tv](http://BOALive.tv).

### **Educational Video Recording**

- Due to United States copyright laws, it is unlawful to create recordings without permission from the copyright holder(s). An exception is for an “educational copy” to be used solely by the teachers and students for review.
- Bands of America will provide ONE “Educational Videographer” badge at band check-in for each group.
- Educational Videographers may only use public seating area. BOA is unable to provide access to the Director Viewing Area, Press Boxes, Suite Level, etc. to avoid issues of professional recordings vs. educational copies.

## **HEALTH AND SAFETY**

**Music for All is committed to providing safe and secure events.** During these unprecedented times, it is important for each of us to engage in safe interactions and prudent preventative measures. We encourage you to equip your groups with appropriate safety equipment, and highly encourage all spectators to do the same. Please share the Bands of America Spectator Guide with your fans, and please contact us to discuss any specifics for your students.

### **COVID-19**

Music for All is working with each venue to establish specific protocols for bands, spectators, and event staff. Please see individual show packets for details about your event and venue. Music for All will defer to CDC (Centers of Disease Control), State, and Local guidelines and venue guidelines for safety and enforcement of policies.

## **MFA Employees - Vaccination**

*Please share the following statements with your administration and community, as needed.*

Music for All recently announced it will require all salaried employees and contracted personnel to be vaccinated against COVID-19 prior to attendance at the 2021 Bands of America Championships. The safety and well-being of those attending Bands of America Championships continues to be a top priority for Music for All. The latest recommendations of scientists, health officials, and authorities are that the COVID-19 vaccine provides the best protection against severe infection. Music for All will follow local requirements for safety and policies for event spectators. Policies and guidelines will be posted on [marching.musicforall.org](http://marching.musicforall.org) prior to each event.

## **Bag Policy**

Music for All encourages spectators to not bring bags into venues. At Legacy Stadium only clear bags are permitted. Bag policies are effective to expedite entry into venues and provide additional safety. Spectators will be allowed to bring items such as cameras provided they are not in cases that would violate the bag policy at that venue.

## **Know the WEATHER**

Music for All defers to the weather policies and safety protocols of the facilities in which we operate. Music for All will include each school's primary director's cell number for each Regional's important updates. Updates will be provided via the BAND app.

## **Build your TEAM**

The support and assistance of parent chaperones is necessary to the success of band activities. A parent's involvement demonstrates a caring and willingness to actively support their child in his/her musical endeavors. Please ensure that your support team and spectators are informed and able to help provide wonderful memories for your students, modeling positive interactions, and being supportive of other performers.

## **Stay HEALTHY**

Restrooms, concessions, water stations, and emergency medical services will be available onsite. Have clear plans for what to do in the event of a health issue and share with your team. Having access to your students' medical forms and a basic plan for emergencies can save time and keeps everyone safer.

## **Keep yourself INFORMED**

Be sure to read all provided materials and maps. This information will help you, your staff, your parents, and your students to be prepared and help make it an enjoyable day. Please let us know if you have any questions prior to arrival.

## **Create POSITIVE energy**

Your enthusiasm, positive energy, and interest in each performance help to create the best experience for everyone involved. We encourage students, parents, and directors to meet new friends, lift up those around you, and celebrate the dedication and hard work of every group.

## **Be AWARE**

Be engaged with your surroundings. If you see something you know should not be there—or someone's behavior that doesn't seem quite right—say something. Security officials are on site at the event to ensure the overall safety of the event and the patrons. Informed, alert communities play a critical role in keeping our nation safe.