



UIL REGION XV
2018 REGION MARCHING CONTEST CHECKLIST

Directors:

Please have the following tasks completed by the end of the day on Saturday, September 20, 2018. Failure to comply may result in your band not being allowed to perform or a reprimand by the UIL Executive Committee. Please feel free to contact me if you have an extenuating situation or if my assistance is needed. Please know I am here to help you.

CHECKLIST:

- Enter your band on the UIL Forms website at www.uilforms.com by September 20, 2018.
- Print and submit your Form 1 from the UIL Forms website and have your student roster printed on your Form 1. Please make sure you have your Principal's signature dated on or before September 20, 2018. This form can be scanned and emailed.
- Download and submit your Letter of Compliance from the Region UIL website. Scan and Email to uilmusic15@gmail.com by September 20, 2018.
- Submit your Pigskin Announcer's Script – Scan and Email to uilmusic15@gmail.com by September 20, 2018.
- Submit your Pigskin ticket order form with payment by September 20, 2018. Please indicate if you will be needing handicap seating.
- Submit your student roster by instrument in **Excel** format for the Pigskin program to uilmusi15@gmail.com by September 20, 2018. The format should be 3 columns: **Last Name, First Name, Instrument**
- Submit your pictures, with names, to uilmusic15@gmail.com by September 20, 2018. (Band pictures, staff pictures, drum major pictures, HS Administrator pictures, band logo picture). You don't need all of these pictures. You are welcomed to use a combination or all of the types of pictures mentioned above. ****Jpeg files are preferred****
- Submit a list of you TMEA All State students and UIL State Solo and Ensemble Outstanding Soloists – Email to uilmusic15@gmail.com by September 20, 2018.
- Submit your entry fee of \$350

Please note...in order to secure your ticket draw placement, you will need to pay your tickets in full by September 20, 2018. **Personal checks will not be taken unless I can deposit your check.**

UIL Region XV Website www.uilmusic15.com

UIL Region XV Email uilmusic15@gmail.com

UIL Region XV Mailing Address	Ruben Adame 1608 E. 24 th Street Mission, Texas 78574	Phone Number	956-458-9114
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