



UIL REGION XV
2020 REGION MARCHING CONTEST CHECKLIST

Directors:

Please have the following tasks completed by the end of the day on October 21, 2020. 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 October 21, 2020.
- 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 October 21, 2020 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 October 21, 2020.
- Submit your Pigskin Announcer's Script – Scan and Email to uilmusic15@gmail.com by October 21, 2020.
- Submit your Pigskin ticket order form with payment by October 21, 2020. Please indicate if you will be needing handicap seating.
- Submit your student roster by instrument in **Excel** format for the Pigskin program to uilmusic15@gmail.com by October 21, 2020. The format should be 3 columns: **Last Name, First Name, Instrument**
- Submit your pictures, with names, to uilmusic15@gmail.com by October 21, 2020. (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 October 21, 2020.
- Submit your entry fee of \$350 by October 21, 2020.

Please note...in order to secure your ticket draw placement, you will need to pay your tickets in full by October 21, 2020. **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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