



## 2012 Hanks Jazz Festival

Dear Directors:

Thank you for your participation in the Hanks Jazz Festival. Here are a few things that will help make your visit with us great experience.

1. Drop off all cases and extra equipment in the cafeteria. Someone will meet you there and show you where to store all your stuff. A student will pick up your judges scores (Copies are ok), Program notes and Stage Set up should be done prior to performance.
2. Warm –Up: Warm up is in the Guitar Room (students will escort you there from the cafeteria). Warm-up starts 30 minutes before your performance time and ends 8 minutes before your performance time to allow for transition.
3. Stage Performance- You have 30 minutes on and off stage. Note: we do not provide cymbals or instrument cables. We don't have limits on what you can and can't play but you must be off stage in 30 min. So if you're playing 4 tunes don't take 10 min to sound check and tune. **30 min on and off.**
4. Clinics will be in the Band Room or in the Orchestra Room. You will receive a 25-minute clinic from one of our two clinicians. Please remember this includes transition time. (The same student will escort you here as well)
5. Finally you will be escorted back to the cafeteria were you will take a group picture of your ensemble(s). You may order pictures that day, or you may view the pictures of the group and various action shots online. The photographer will provide a flyer with all of the necessary information and prices. Also, see attached flyer.
6. We will have recordings available in audio (CD) and Video VHS & DVD. Order forms are in the lobby of the theater.
7. We will have Hanks Jazz Festival T-Shirts available in the lobby with the Jazz Festival Logo on the front, and the Names of participating schools on the back. Cost is \$12.00. If you would like to pre-order for your school. And we will also have patches available for \$6.50 (see attached order form), so let us know sizes and amounts and we will set them aside for you.
8. Please let your students and parents know about the Dinner that we will be hosting in the Hanks Cafeteria between 5:00 and 7 PM. The cost is \$10.00 for an Italian Dinner from Trattoria Bella Sera. *(Please see attached menu form.)*

Thanks for being a part of the Hanks Jazz Festival. Any questions please call my cell 915-276-0783

Horacio Gomez