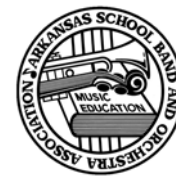


ASBOA State Marching Band Contest Procedures



Pre-Performance Procedures – Check-In, Warm-Up

Information in addition to these procedures, including site-specific information such as bus/truck parking procedures, the location of warm-up areas, etc. will be included in the band's pre event communications from the event host and the ASBOA Office.

A representative from each band must check-in at the designated Band Check-In location.

Representatives are encouraged to arrive and check in early on the day of the Band's Performance to receive any changes to competition performance times (as it is possible for these times to change due to last-minute cancellations, etc.) or event procedures made after the band's last communication from the host or ASBOA.

Director Name Badges and Field Passes will be distributed at Band Check-In. Each participating band will receive twenty (20) Field Passes. Field Passes allow the holder to travel through the warm-up and performance flow with the band and directors. Field Passes may also be used to enter the Spectator Area during the performance.

Your band will be issued six (6) Director Name Badges, which allows the wearer to enter the Spectator Area throughout the event. (A person issued a Director Name Badge does not need a Field Pass.) Additional Director Name Badges or Field Passes will not be issued and may not be purchased, loaned, borrowed or exchanged.

Note: Student managers or other Students with the band (and involved in the band's preparation and/or performance), with or without a uniform, do not need a field pass or other credential to proceed through the event flow and onto the field with the band.

Warm-up areas will only be available at the event site and may only be used during the scheduled warm-up times at the specified warm up sites. Each band's warm-up time will be included in the final packet, made available approximately two weeks prior to the event.

Time-keeping devices such as metronomes or jam blocks, megaphones or similar voice amplification devices, and audio systems may be tested and used in warm-up areas, but must be used with wire connected microphones, and must remain at a reasonable volume depending on the acoustics of the warm-up area and proximity to other bands/warm-up areas, judging areas, and the Performance Field.

The host or ASBOA Officials, in their discretion, may restrict the use of specific devices (or order discontinuation of use on-site) if they believe such devices interfere with other bands in the warm-up areas or with performances in the stadium.

Wireless microphones and audio and/or lighting control devices may interfere with performances in the stadium and, therefore, may not be used in warm-up areas.

Band Report times will be at least ten (10) minutes prior to the Band's start time. Distances from warm-up areas to the stadium vary from venue to venue. Bands will report to an ASBOA official at the entrance gate of the stadium. The band should be ready to enter the Performance Area at the designated Band Report time.

Only those adults with Director Name Badges or the applicable Field Pass will be allowed to enter the Performance Area with the band. Ticket holders and bus driver pass holders are not permitted to enter the Performance Area at any time. They must enter the stadium at the designated Spectator Entrance.

The band will enter the stadium at the Band Entrance gate and proceed to the Performance Area. An ASBOA official will meet the Band and lead them to the Performance Field for set-up.

Staging: Typically, Bands are staged for Performance Field entry in a designated end zone. Front ensembles, conductor's podium(s), and front-side props are typically pre-staged on the front side of the Performance Area near the 20-yard line. Staging of percussion/guard equipment, props, and other equipment also occurs in this time. Special presets or holding areas are not allowed or provided.

On-Field Procedures

On cue from an ASBOA official, the Band enters the Field. A Band is allowed four (4) minutes to set-up and warm-up anywhere in the Performance Area. All performers, including any members or Field Pass holders used for on-field staging of equipment during the Performance, must enter as described above. Pre-event communications will include additional site-specific information regarding entrance areas and access.

Any/all sound and/or lighting checks on the field may begin as soon as the band's four-minute setup/warm-up time begins.

Pre-recorded (or sequenced) and/or live music may be used for a “pre-show” within the 4-minute setup/warm-up time. Pre-recorded music must cease by the completion of the pre-show announcement. Pre-recorded music may be used after the Performance during the allowed “two minutes to exit,” but only after the Performance (live music) has ended.

Adults may enter the Performance Field before the Performance to set up equipment and after the Performance to remove equipment. Adults, including those assisting in setting up props or equipment, must be clear of the Performance Field for the duration of the Performance. Note: This includes end zone sidelines, backfield and the backfield seating areas.

Exception: An adult may enter the Performance Field during the Performance to attend to an issue affecting the safety of Student performers or “catastrophic” equipment failure (such as failure or loss of power or connectivity to a sound system) without penalty, as determined by the Field Manager and/or Contest Director.

Timing Procedure Summary:

- a) Bands are scheduled on 15-minute intervals, with appropriate breaks as scheduled by ASBOA.
- b) Bands are permitted four minutes prior to the designated performance time to set-up and warm-up in the Performance Area.
- c) Announcement of the band begins at 3 minutes, 15 seconds into the four-minute set-up/warm-up time (45 seconds prior to the designated Performance time).
- d) Bands are permitted a Performance time of up to eleven (11) minutes on the Performance Field.
- e) Bands (including Students and adults), equipment, and props will have two minutes to clear the field past the exit-side goal line.
- f) A Band’s set-up/warm-up time may overlap with the prior Band’s exit time.

A Band is allowed four (4) minutes to set-up and warm-up anywhere in the Performance Area. (The placement of any props or equipment must take place during this time). This time will begin at the cue of an ASBOA Official. This time will include the Band’s entry and set up on the Performance Field and any musical warm-up.

Three (3) minutes, fifteen (15) seconds into the four-minute set-up/warm-up time, the announcer will introduce the Band as follows: “Joining us from [School City & State]... please welcome the [School] Marching Band!”

(Announcer pauses for audience response.)

“[School]’s musical selections include the following:”

(Announcer reads their selections.)

“ASBOA is proud to present in State Marching Band Performance,

Drum Major(s) [Drum Major(s) name(s)] and the [School] Marching ‘nickname.’” *

*If the Band’s Drum Majors are going to salute, it should occur as the announcer is reading/announcing the sentence above.

However, a Drum Major salute is not necessary to indicate that the Band is ready to start.

The performance of a pre-show during the four minute set-up/warm-up time or any other on-field activity will not alter the time of the announcement or the timing of the Performance.

Following the completion of the pre-show announcement, the first note of music or the first step or visual move (not including any drum major salute) by a member of the Band will start the timing of the Performance. The Performance must begin within 30 seconds from completion of the pre-show announcement or timing will thereafter begin automatically.

A Band is allowed a Performance time of up to 11 minutes anywhere on and within the Performance Field. Performance timing will end with the end of live music.

Musical exits will be included in the Performance time of the show. Visual exits with percussion cadence (or silence) will be included in the exit timing, and not in the time of the Performance. Any cadence/music used as an exit routine must cease once the Performance Field is vacated.

Within two minutes of the end of the Performance, Bands must completely vacate the Performance Field past the goal line at the designated Band exit. Pre-event communications will include additional site-specific information regarding exit procedures.

Electronics

Electronic units for the production or amplification of Music, other sounds, lighting, and/or visual effects are permitted, provided that their use conforms to this and other applicable sections of this Handbook. If power is available at a site, it may be used at the Band’s own risk. ASBOA or the host will seek to provide access to front sideline power as close as possible to the 50-yard line, but takes no ultimate responsibility for supplying power or the failure of a power source it provides.

Audio volumes may be controlled with a wireless device from any place in the Performance Area or the Spectator Area open to the public for the event. ASBOA or the host cannot guarantee the operability of such devices, including the devices’ communication with other devices within the Performance Area. Such devices are used entirely at the risk of the user.

Adult operation of electronic devices: An adult may operate such devices

Please note that allowing an adult to operate a soundboard does not grant permission for them to “contribute directly to the music or visual program.” The triggering of sound effects, lighting effects, voiceovers and the like is only permissible by a student performer. It is viewed that those aspects are the same as a musical contribution to the show and therefore should only be produced by students within field boundaries. Lighting devices and their triggered events (visual contribution) should similarly be produced by students.

Equipment Use

Off-road mechanized vehicles (defined as golf carts, garden tractors, small ATV All-Terrain-Vehicles, etc.) will be allowed to pull equipment trailers, only for set up and take down, unless prohibited by an individual site. A protective bib must be rigged underneath the vehicle so no fluids drop to the turf or carpet. Pick-up trucks, large tractors or similar vehicles are not permitted. The participating Band and its school are liable and will be held responsible for any damage to a Performance Area or venue caused by violation of these policies and/or actions of the operators generally.

The following are **NOT ALLOWED** in a Performance or on the Performance Field:

- Any equipment, object, or material (including, but not limited to debris, powder, water, or other liquids) that may cause damage to the Performance Field or Performance Area, that presents a safety hazard, or that disrupts the scheduled flow of the contest
- Pyrotechnics of any kind, including fire, fireworks, or the discharge of arms
- Lights-out routines
- Animals
- Off-road mechanized vehicles (defined as golf carts, garden tractors, small ATVs, etc.)
- Drones or any remote-controlled helicopter, aircraft or similar items
- Hazardous equipment or illegal use of equipment
- **Applicable only to enclosed venues (domes):**
 - Lighter-than-air or helium-filled balloons.
 - Fog, smoke, or similar effect-generating equipment

Each venue may have its own safety and operational limitations. Use of the foregoing may be permitted upon approval by the venue on a case-by-case, site-specific basis.

The following may be used in a Performance, provided they are not hazardous and do not remain on the Performance Field or in the air following a Performance:

- Powder or other airborne material
- Water or other (non-hazardous) liquids
- Paper, confetti, or other debris

General Conduct

Band directors/staff members may contact the host, the Contest Director, or the Field Manager at any time with questions or concerns. Directors/staff may not contact any judge beginning twelve (12) hours prior to the start of the event, through the completion of the event.

The Contest Director may issue warnings and/or penalties for actions and/or behaviors contrary to the ASBOA mission and core values, and/or that violate the principles of fair play and professional and collegial behavior representative of ASBOA and its mission. Such actions and behaviors include, but are not limited to:

- Warm-up on-site by a Band (or any component of a Band) in areas and/or at times other than those designated.
- Failure to follow directives from the Host or other event staff related to conduct in any area, including parking lots, warm-up areas, etc.
- Overstays in Warm-up areas that intrude into the time and space of other participants.
- Failure to abide by guidelines involving Student performance, and use of electronics and equipment.
- Behaviors that compromise the safety of participants and others and/or that may violate known stadium policies.
- Verbal remarks and behaviors (at the venue, whether in or outside the Performance Area, by Students, staff and/or other badge/pass holders) that are generally disrespectful and contrary to the mission or core values of ASBOA and/or general human conduct and dialogue.
- Any delay of contest, improper conduct, or infraction for which no specific rule or penalty is given.

The Contest Director may, after review, reduce or waive any penalty issued for violation of these procedures. Any reduction or waiver will be noted on the Timing and Penalties sheet of the Band and shall serve as notice that the full penalty may be issued for future, similar infractions by the Band.