



PEI Kiwanis Music Festival 2024

Information for Performers 2

28 May 2024

Here is everything that you need to know for this weekend!

1. Program

You will find a full schedule attached to this email. *Please check through your entries carefully and let me know if anything is not correct as soon as possible.*

The full program will be posted online soon and can be downloaded. There will also be a QR Code on display at each entry desk for you to scan to get a digital copy.

If you or your family would like a printed copy of the full program for \$5, to be picked up when you arrive at the festival, please let me know. We will have a few printed programs on sale at the door, but to guarantee you get one, I recommend that you pre-order it.

2. Certificate and prize cheques

Please check how your **name** is presented in the attached document. This is how it was entered in the online entry form that you completed before your Local festival, and is how it will appear in the program, on your certificate, and on a cheque if you are an award winner.

Please let me know as soon as possible if you would like your name listed, or written on a cheque, differently to how it is written here.

3. Arriving at the festival and getting to the performance stage.

Please arrive at your festival venue in good time (at least 15 mins - ideally more) before the start of your class to give yourself time to park (if necessary), find a seat, get your music to the adjudicator's secretary, prepare, and warm up. Please be aware that the schedule times are approximate, and it is possible that classes may run slightly earlier (or later!) than scheduled if everyone is there ready.

When you arrive you will be shown where to warm up, and you may stay behind the stage in the warm up area, or sit in the audience with your family until it time for your class to begin.

If you are in a Senior or Advanced class you will be expected to present from behind the stage - there will be a Stage Manager present to tell you when and where to go.

Junior, intermediate, and ensemble performers will be seated together at the front of the hall during your class and will be called up onto the stage from the audience area when it is your time to play.

4. Locations and Parking

This year's festival is taking place at 3 different venues on Friday morning, and then at Dr. Steel Recital Hall at UPEI from Friday afternoon onwards. Please check the program carefully to make sure you know which venue to go to.

St. Dunstons Basilica - 45 Great George St, Charlottetown, PE C1A 4K1:

There is free one hour and two hour parking on the road outside, and around that area, but please leave enough time to walk from further away if necessary. There is no guarantee that you will get parked right outside!

Park Royal United Church - 11 Christie Dr, Charlottetown, PE C1A 5W6

There is plenty of free parking outside of Park Royal Church.

Dr. Steel Recital Hall, UPEI – Music Department – Building 6 on enclosed campus map.

Parking is limited around the actual building, so please allow time to walk from the parking lots. Visitor parking is free in the General Parking lots A, B, D, and E (marked on the campus map and signed from the campus perimeter road).

On Friday morning in particular, please try to park in one of these larger lots and leave the limited spaces by the building available for those performers and accompanists who are performing in 2 different venues that morning (some with very limited time to get from one venue to the other) Thank you for your consideration.

5. Performance requirements

Everyone who is performing more than one piece must stay on stage and perform your pieces back-to-back. You should stop for a moment in between though - to change your music (if you are using it), or to give your accompanist time to switch their music, and take a sip of water if you need to. This also allows the adjudicator time to switch the scores over as well.

Please remember that time taken to do this is included in your performance time, so you need to ensure it does not put you over the maximum time limit for your class (Junior 12 minutes, Intermediate 15 minutes, senior 40 minutes, and advanced 40 minutes.)

Piano, voice, and musical theatre performers must perform by memory. All others may use sheet music, but may play from memory if you wish.

Musical Theatre performers may have a prop / costume change table / area on stage to assist them in changing between songs. Please make sure that you limit the amount of time spent

changing between pieces - remember this is included in your time limit too! Please take time to let your Stage Manager know how you would like the stage set up.

6. Sheet music requirements

Just as in your local festival, you are responsible for making sure that the adjudicator has a legal copy of your music to look at while you are performing. Please bring your music to your class, **labelled clearly with your name, level, and discipline** (for example, "Angela Brown, Senior Woodwind"). **Bars must be numbered at the beginning of each line of music.** If this isn't printed onto your music already, please write them on by hand. THIS IS VERY IMPORTANT.

Please note that **photocopies are not allowed** to be used for legal reasons.

If you are using downloaded sheet music, you must also provide proof of purchase or permission to print / download.

Downloaded sheet music should be printed back-to-back and put into a binder or presentation folder (with plastic sleeves inside) – along with the proof of purchase - to make it easy for the adjudicator to look at it. Each page should be numbered, as well as the bar number being written at the beginning of the line (see above) – this is often missing from downloaded music, so please check carefully before coming to the festival so that you don't have to spend valuable preparation time writing page/ bar numbers onto your music! You WILL be asked to do this on the day if it hasn't been done already.

You should remember to collect your music after the session is finished. Your adjudication sheet will be put inside your book(s).

7. Awards and certificates

There are specific places in the schedule for presentation of certificates after your class, or a few classes, have finished. The adjudicator may, or may not, also say a few words to you all at this point. Please stay until at least this time if you are able to.

For Junior and Intermediate classes, the adjudicator will then announce the winner of the prize(s) listed in the program. Cheques will be presented to the winner of each class by the person who donated the funds for the award, their representative, or the adjudicator.

For all Senior and Advanced classes, you are invited to attend the ceremony on Saturday evening at 7.30pm, where adjudicators will make some remarks, awards (class awards and special awards) will be announced and presented, and adjudicator recommendations to the National Festival will be announced.

If you are not able to attend on Saturday evening, that's not a problem, just please let me know. We will get in touch with you the following day if you have been recommended to progress to the National Festival, or have won an award.

8. Entry fees

There is no charge for performers on entry, and you are welcome to come along to watch other sessions throughout the 2 days of the festival.

For the audience, there will be a charge of \$5 for entry per session (session = morning, afternoon, or evening). If anyone wants to leave and then return later in the session, or has to move between the 2 venues on Friday morning, please let the person on the door know when you pay your entry fee, or when you leave, and they will issue you with a session pass to show that you already paid for that session.

9. Communication

All festival information will be posted on the website (www.peikmfa.ca), but any important updates this week and during the festival will be posted on our Facebook page (PEIKMFA). Please follow the Facebook page if you can. Any last-minute changes or news will go on Facebook first, and then will be emailed out this group as soon as possible.

If you need to contact me at any time during the festival (for example if you can't find a venue, or are running late / sick / can't attend) please either text or email me. Obviously I won't be able answer calls if I'm at a festival session, but I will be checking my messages regularly.

Please contact me if you have any questions.

See you there!

Claire

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