**Tips for Entrants.**

**WHEN YOU GET YOUR INVOICE/RECEIPT.**

1. Check that you have entered all the correct sections. Changes will not be made once the programme has been set and printed.
2. If you have entered a scholarship, ensure you have sent the resumé. Entries will not be accepted if resumé is not received before 22th March 2019.

**WHEN YOU GET YOUR PROGRAMME**

1. Check date, day, and session start time. Sections will run in the order printed.
2. Give yourself plenty of time to park, get tickets and change, well before your section commences. Sessions can run ahead of schedule so be early. Weather conditions can play havoc with travel times at this time of year. All competitors need to be backstage before commencement of section prior to yours. It is not possible to delay a section for a late competitor.

**EACH DAY YOU ARE COMPETING:**

 **ON ARRIVAL**

1. Enter the foyer of the Civic Centre and register at the desk beside the Box Office.
2. Hand in poems/sheet music/CDs etc. for all sections you have entered in that session.
3. Accompanying persons must have tickets to the auditorium. (Competitors are free for the session in which they are competing). Session, day and season tickets and programmes are available at the Box Office.
4. Enter the auditorium in plenty of time before your section. (Doors will not be opened whenever a competitor is on stage.)

**PRIOR TO COMPETING**

1. Check the board on the right of the stage for the current section number and competitor number.
2. When your section is called, move to the Green Room and Backstage via the Right Hand Side of the Auditorium. **CHANGE ROOMS AND FACILITIES ARE AVAILABLE TO COMPETITORS BACKSTAGE.**
3. Check in with the staff in the Green Room and await your turn to compete.

**AFTER COMPETING**

1. After completing your performance, return to the auditorium.
2. At the conclusion of the Section, the Adjudicators will announce the results. 10 to 15 minutes later competitors can collect prizes and adjudicating reports from the desk at the rear of the Auditorium.
3. Competitors are encouraged to remain in the audience until the end of the session to support the other competitors.
4. Dance competitors can retrieve their CDs or other documents from the desk in the foyer at the end of the session.

**REMEMBER**

 A canteen is available in the foyer during all sessions.

 No Photography via any means is permitted in the Auditorium.

 Be tolerant of things that may go wrong. It is very busy.

 Treat all volunteers with respect. Abuse in any form will not be tolerated.

 Mobile phones must be turned off in the Auditorium and Backstage.

 Contact a committee member if you have a problem or need advice.