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## The 4th Fukushima Vocal Ensemble Competition Information for the Qualified Choirs

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### Application of Visa

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Please contact the embassy of Japan in your country about visa. If you are requested to obtain a visa, we recommend you start a procedure as soon as possible. Documents to be issued by us will be sent to you only if we received fully-completed registration forms. If the list of members and the itinerary are not complete especially, we will not be able to prepare the documents for visa application. So, please make sure to submit the complete forms.

### Order of performance

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#### 1 Category Competition

We will start the lot drawing to determine the order of performance at 1:30 p.m. on February 21, and promptly announce the result on the web site. If you do not attend the drawing, the executive committee office will draw on behalf of the choir. The date and time of Category III will be in the afternoon of 20<sup>th</sup> March.

#### 2 Grand Champion Competition

The order of performance has been determined by the lot drawing by the executive committee office as follows:

1	Category III	The 2nd ranked choir
2	Category I	The 4th ranked choir
3	Category II	The 4th ranked choir
4	Category III	The 1st ranked choir
5	Category II	The 2nd ranked choir
6	Category III	The 4th ranked choir
7	Category III	The 5th ranked choir
8	Category II	The 5th ranked choir
9	Category I	The 1st ranked choir
10	Category II	The 3rd ranked choir
11	Category III	The 3rd ranked choir
12	Category I	The 3rd ranked choir
13	Category I	The 5th ranked choir
14	Category I	The 2nd ranked choir
15	Category II	The 1st ranked choir

### Friendship Concert

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- After the Grand Champion Competition, the Friendship Concert will be held for 45 minutes from 2:20 p.m. on 21<sup>st</sup> March (expected). As the starting time will be changed based on the performing time of the Grand Champion Competition, we

would like to inform the fixed schedule at the representative meeting (Refer to Paragraph 'Schedule of March 20') to be held on the previous day of the concert.

- We would definitely like you to perform your country's songs or folksongs. The time of performance can be 10 minutes or so. We are planning to have interview concerning the songs and the choir's activities.
- For the grand finale, all the participants are supposed to sing a song together.

#### Tentative Schedule

Performance by a overseas choir (Interview)	10 min approx.
	5 min approx.
Performance by a overseas choir (Interview)	10 min approx.
	5 min approx.
Performance by a Japanese choir	10 min approx.
Mass Singing	5 min approx.

#### Entry to the audience seats and admission tickets

##### a. Entry

- Please show your admission ticket at the entrance(Refer to b and c below). All seats are unreserved.
- If you plan to re-enter the hall, you have to receive a re-entry ticket at the entrance when going out from the hall. When you re-enter the hall, please show the ticket stub at the entrance, and hand in the re-entry ticket to the staff.

##### b. Admission tickets for performers

- Fees of admission tickets for performers (singers, conductor(s), and accompanist(s)) are included in the participation fee for the choir, so there will be no charge for admission tickets for performers. The tickets will be provided to you when you are participating in the hall visit or registering at the reception desk.
- If too many visitors are coming to the competition, visitors with regular admission tickets will be given priority over participants. Therefore, we would like you to understand that persons with performers' ticket may be restricted.

##### c. Admission tickets for non performers(your family, friends etc.)

Please transfer the fees of admission tickets shown below with the participation fee to the bank account. The tickets will be provided to you when you are participating in the hall visit or signing in at the reception desk. No one under 4 years old is admitted.

Date	Category	AdvanceTicket	Day of Performance Ticket
19th March	Category I&II	JPY2,000	JPY2,500
20th March	Category II&III		
21st March	Grand Champion Friendship Concert	JPY2,500	JPY3,000
3days	All	JPY6,000	-

#### d. Day of Performance Ticket

- Day of Performance Tickets for the category competition and the Grand Champion Competition will be sold at the entrance of the hall from 8:45 up to 100 tickets. Tickets will be sold by 1 ticket for 1 person.
- Additional sale of Day of Performance Ticket may take place based on the vacant seats. Only when there are any seats available, some extra tickets will be offered.

### Transportation

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- The organizer will arrange the transportation from/to Fukushima Airport to/from the hotel. Please notify if you use Fukushima Airport and apply for the service in the Registration Form IV.
- The organizer will also arrange the transportation from/to the hotel to/from the hall on the day of performance, unless you use a chartered bus, or directly move after the excursion.
- In respect of the hall visit and rehearsals other than the days of performance, the competition bus will not be in service. Please move by taxi by yourself, or ask the authorized travel company for the arrangement of a chartered bus.
- If you arrange the bus by yourself, please notify the contractor to use the parking lot of Fukushima Culture Center, not Fukushima City Music Hall.

### Lunch

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The number of restaurants near the hall is limited. We recommend that you directly go to the hall after taking lunch near the hotel, or utilize the city excursion. (Charged/ Refer to the attached leaflet) Also you are able to order lunch boxes through the authorized travel company. (Charged/ Refer to the attached leaflet). In such a case, please receive the lunch boxes at the baggage room (gymnasium), and eat your lunch at the designated places, such as the baggage room.

### Schedule of March 19

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#### 1 Rehearsal

For a place for practice on the previous day of the performance, you are able to use Fukushima Prefecture Culture Center at free of charge (5 minute walk from the hall). The authorized travel company will handle the application, so please refer to the enclosed leaflet. The authorized travel company will also arrange pay rooms even when you hope to use a rehearsal room other than Fukushima Prefecture Culture Center.

#### 2 Experiencing the competition

If you would like to listen to other choirs' performances, please receive the tickets and program booklets at the reception desk. (Refer to Paragraph, Admission tickets)

#### 3 Hall Visit

After the all the performances of the day were finished (20:10~20:40 expected), you can look over the stage, if you wish. Please indicate if you like to participate in it or not in the Registration Form I. Up to 2 persons from each organization will be able to

look over the hall. Please come to Practice Room No.1 on the 1st Fl of the Fukushima City Music Hall, 5 minutes prior to the scheduled time. After the hall visit, we will provide tickets and program booklets to participating choirs that have not come see the venue. (Refer to Paragraph, Admission tickets)

## Schedule of March 20

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### 1 Departure

In time for your performance, you will go to the hall from the hotel with a vehicle arranged by the organizer. Details of the timetable on the day of performance will be notified upon determining the order of performance and accommodation.

### 2 Signing in (Entrance Hall, 1<sup>st</sup> Fl of the Fukushima City Music Hall)

Please do not forget to register at the reception desk. We will give guidance of the hall, and confirm the participating members. Tickets and program booklets will be provided to the choirs that have not come to the venue on the previous day. (Refer to Paragraph, Admission ticket)

### 3 Move to Baggage Room

As you will not be able to bring large baggage to the audience seats, please keep your baggage in the gymnasium next to the hall. Please have the valuables with you or use a coin locker (100 yen for use) in the hall. If you keep the valuables with you during the guided tour (Refer 5-10 of this section), the staff will keep valuables for you only during the performance time (from the time to be waiting at the stage wing to the time to leave from the stage wing). Please put all the valuables together and show the name of the choir. The staff will pay attention to prevent any loss caused by robbery, but please understand they will not be responsible for the loss caused by robbery.

### 4 Dressing

A dressing room will be provided in a building next to the hall. It will be cold while moving within the hall, so please bring your jacket to keep you warm. The staff will keep your jackets while performing (from the time to be waiting at the wing to the time to leave the stage).

### 5 Gathering / Start of Guided Tour \*1 hour approx. before performance (Entrance Hall, 1<sup>st</sup> Fl of the Fukushima City Music Hall)

All the participants are supposed to gather at the time shown in schedule which will be notified later. If you are late, you will be assumed to cancel the performance. The guiding staff will have a placard with your choir name on it, and show you the route from rehearsals to photo taking.

### 6 Rehearsals

The 1st rehearsal

- 20 min approx. at the Practice Room of the Music Hall including the time of entering and leaving the room.

The final rehearsal

- 8 min approx. at the Small Hall of the Music Hall including the time of entering and leaving the room.

\*Based on the performing time of the participating choirs, the 1st and the final rehearsal times may be changed.

\*\* Please be punctual. You are not allowed to move the piano placed in the rehearsal room.

## 7 Waiting at the Stage Wing

The staff will check the number of performers, while you are waiting at the right wing. We will also adjust the height and the angle of the music stand with a conductor during the waiting time.

## 8 Performance

You will go to the stage from the right wing, being headed by the guiding staff with a placard. Conductors and accompanists are supposed to go to the stage together.

## 9 Photo Taking

Authorized photographers will take group photos at the entrance square. We will send you the group photo after the competition.

## 10 End of Guided Tour

The tour by the guiding staff with a placard ends at the entrance where you gathered.

## 11 Dressing

There is no dress code specified for the award ceremony. You will be able to change the dress beforehand.

(Picking up of luggage)

(Listening to other choirs' performances)

## 12 Receiving of Musical Notes

After all the performances of the category finished, you can receive the musical notes used for judging at the reception desk. Please note unless you come to receive them, they may be disposed.

## 13 Awarding Ceremony

A representative from each choir is required to gather at the right wing of the stage 5 minutes before the awarding ceremony. At the stage, either one of the awards will be presented.

## 14 Representative Meeting

Up to 2 representatives are required to gather at the small hall on the 2nd floor after the awarding ceremony (20:00~20:30 expected). We would like you to confirm the schedule and transportation of the following day. An organization that is awarded with the Gold prize is supposed to submit 7 original scores for the performance at the Grand Champion Competition. (Refer to "How to Register the Competition").

## 15 Returning to the hotel

You will return to the hotel by a competition bus.

## Schedule of March 21

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Except the followings, the schedule will be the same as the one for March 20.

### 1 Departure

Based on the schedule notified at the representative meeting to be held on the previous day, you will move to the hall from the hotel by a competition bus.

## 2 Rehearsal (for the Grand Champion Competition)

The 1st rehearsal

- 30 min approx. at the Practice Room of the Music Hall including the time of entering and leaving the room.

The final rehearsal

- 10 min approx. at the Small Hall of the Music Hall including the time of entering and leaving the room.

## 3 Friendship Concert

The guiding staff will show you the route for gathering, rehearsal, waiting, performance and dismissal. The timetable will be notified at the representative meeting on the previous day. Rehearsal will take 30 minutes approx.

## 4 Awarding ceremony (for the Grand Champion Competition)

The awarding ceremony will start just after the Friendship Concert.

2 representatives from each choir are required to gather at the right wing, At the stage, either one of the awards will be presented.

(Dressing)

(Picking up of luggage)

## 5 Receiving of musical notes (for the Grand Champion Competition)

After the awarding ceremony, please receive the musical notes used for judging of the Grand Champion Competition at the reception desk. Please note unless you come to receive them, they may be disposed.

## Medical institutions

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A first-aid room will be provided within the hall. Please ask the staff when you need it. Also you can use the following hospitals.

### 1 General hospital

Fukushima Red Cross Hospital

\*A light green building standing on the left from the Music Hall.

Address: 11-31 Iriemachi, Fukushima City, Fukushima Prefecture z/c 960-8530

TEL: 024-534-6101

### 2 Night-time emergency clinic

Fukushima City Health & Welfare Center (all year around)

\*Next to Fukushima Central Post Office / Reception hour: From 6:30 p.m. to 7:30 p.m.

Address: 10-1 Moriimachi, Fukushima City, Fukushima Prefecture z/c 960-8003

TEL: 024-525-7672

### 3 Holiday clinic

Please inquire at the information counter or the first-aid room.

## Disclaimer

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The organizer will insure (facility liability insurance, injury insurance) for participants in the competition and visitors. If you get injured within the hall, please notify the staff about your injury.

The organizer will not be responsible for any damage for which the insurance does not cover.

## Remarks

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- 1 Please follow the staff's instructions within the hall.
- 2 In the hall, please refrain from leaving, entering or moving during the time of performance.
- 3 Recording, video taping or photo taking by any person other than the authorized companies will not be allowed, even the performance of his/her own choir.
- 4 Please turn off the alarm watch or a cell phone in the hall. Also, we would like you to remove an item to make sounds, such as a key holder in advance.
- 5 Please do not put luggage on the audience seats. If you keep luggage for a long time, the staff may take it out.
- 6 Please do not leave rubbish in the hall.
- 7 For the prevention of infectious diseases like flu, please keep in mind preventive manners, such as "Coughing etiquette" with handkerchief, tissue papers or a sleeve of clothe to cover your mouth, or "careful hand washing".
- 8 Voice training around the hall will be prohibited for neighbors.