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## *The 6th Fukushima Vocal Ensemble Competition 2013 Information for Participating Choirs*

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### **Application of Visa**

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Please contact the embassy of Japan in your country about visas. If you are requested to obtain a visa, we recommend you start the 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, 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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#### Category Competition

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The competition of Category III will be held on March 23. We will determine the order of performances by the type of musical instruments etc. and the lot drawing to be held at 1:30 p.m. on February 19, and announce the result on the web site at the end of February. If you do not attend the drawing, the executive committee office will draw on behalf of your choir.

#### Grand Champion Competition

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The order of performance has been determined by a random draw by the executive committee office as follows:

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

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

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#### Entry

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You will need an admission ticket to enter the hall. All seats are unreserved. No one under 4 years old is admitted.

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.

### Admission tickets for performers

Admission ticket fees for the participating choirs (singers, conductor(s), and accompanist(s)) are included in the participation fee. The tickets will be provided to you when you are participating in the hall visit or signing in at the reception desk.

Please aware that if too many visitors are coming to the competition, visitors with regular admission tickets will be given priority over participants.

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

Anyone except the participating choir members (singers, conductor(s), and accompanist(s)) is required to pay the following ticket fee with the choir's participation fee through a bank transfer. The tickets will be provided to you when you are participating in the hall visit or signing in at the reception desk.

Date	Category	Advance Ticket	Day of Performance Ticket
March 21	Category I	JPY2,000	JPY2,500
March 22	Category II		
March 23	Category III		
March 24	Grand Champion Friendship Concert	JPY2,500	JPY3,000
4 days	All	JPY8,000	-

### Day of Performance Ticket

The day-of-performance tickets will be sold at the door in the venue after 9:15 AM. You may purchase only one ticket at a time. Please note that the ticket sales are limited to 100 a day. Only when there are any seats available, some extra tickets will be offered.

### Transportation

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. One interpreter will accompany you.

### Lunch

The number of restaurants near the hall is limited. We recommend that you go directly to the hall after taking lunch near the hotel. Also you are able to order lunch boxes through the authorized travel company. Please refer to the attached leaflet. You will receive the lunch boxes at the baggage room (gymnasium), and eat your lunch at designated places, such as the baggage room.

## Friendship Concert

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We would definitely like you to perform at the friendship concert on the last day. This concert is going to be held for about 60 minutes from 2:30 p.m. on March 24 (just before the award ceremony).

The time of your performance will be around 5 minutes. Any song to inspire people and promote friendship would be appreciated. If you agree to this idea, please fill out the section of the friendship concert in the Registration Form II and IV. Also, we are planning to have interviews about the songs and the choir's activities.

The starting time will be change based on the performance time of the Grand Champion Competition. So we would like to inform the fixed schedule at the representative meeting to be held on the previous day of the concert. Please refer to paragraph 'Schedule – March 23.'

## International Exchange Program

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We would definitely like you to join the following exchange programs held after the competition.

- a. Mini joint concert held in a welcome party on March 24th night (expected).  
The time of your performance will be around 5 minutes. It is a casual fun party.
- b. Joint practice and cultural activities with local choirs held on March 25 (expected).  
Please join the local choir's practice and experience Japanese music and culture through activities. Introduction of your country's music and culture is also welcomed.

They are perfect opportunities to get to know each other and develop friendships through music!

## Schedule - March 22

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(Leaving the hotel or the station by a vehicle arranged by the organizer)

### 1 Rehearsal

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You are able to use rehearsal rooms of Fukushima Prefecture Culture Center free of charge on the day before the performance as well as the day of performance. Please refer to the enclosed leaflet. The authorized travel company will arrange them for you. The travel agency will also provide some rehearsal rooms if you require, however the use of these rooms will incur a fee.

### 2 Experiencing the competition

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If you would like to listen to other choirs' performances, please receive the tickets and program booklets at the reception desk. Please refer to the paragraph, Admission tickets.

### 3 Hall Visit

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After all the performances of the day are finished, you can look over the stage, if you wish. Please indicate if you would 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 for about 30 minutes. Please do not forget to check in at the reception desk on the 1st Fl. of the Fukushima City Music Hall.

(Returning to the hotel by the competition vehicle)

## Schedule - March 23

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### 1 Departure

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In time for your performance, you will leave 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 at the end of February.

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

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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 hall visit of the previous day.

### 3 Move to Baggage Room

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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 your valuables together and show the name of the choir. The staff will pay attention to prevent any loss caused by theft, but please understand that they will not be responsible for the loss caused by theft.

### 4 Dressing for the performance

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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 you are waiting at the wing to the time you leave the stage).

### 5 Gathering / Start of Guided Tour \*1 hour approx. before performance

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(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 the schedule which will be notified at the end of February. If you are late, we will assume you wish 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

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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

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The staff will check the number of performers, while you are waiting at the right wing. So please stay at the stage wing, even if while you do not perform at the stage. We will also adjust the height and the angle of the music stand with a conductor during the waiting time.

## 8 Performance

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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

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

## 10 End of Guided Tour

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The tour by the staff guides ends at the entrance. If you want to keep the placard, it will be provided after the award ceremony.

## 11 Dressing

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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

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

## 13 Awarding Ceremony

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

## 14 Representative Meeting

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Up to 2 representatives are required to gather at the small hall on the 2nd floor after the award ceremony. 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. Please refer to "How to Register the Competition."

## 15 Returning to the hotel

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You will be returned to the hotel by a competition vehicle.

## Schedule - March 24

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Except the following, the schedule will be the same as the one for March 24.

### 1 Departure

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

### 2 Rehearsal (for the Grand Champion Competition)

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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

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The staff guides 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 Award Ceremony (for the Grand Champion Competition)

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The award ceremony will start just after the Friendship Concert.

Two 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)

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After the award 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.

### 6 Mini joint concert in a welcome party (International Exchange Program)

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You will move to the party hall by a competition vehicle.

### 7 Returning to the hotel

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You will be returned to the hotel by a competition vehicle.

## Schedule - March 25

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(Leaving the hotel by a vehicle arranged by the competition vehicle)

### 1 Joint practice and cultural activities (International Exchange Program)

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You will move to the community hall etc.

(Moving to the hotel or the station)

## 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.

### General hospital

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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

### Night-time emergency clinic

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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 Moriaimachi, Fukushima City, Fukushima Prefecture z/c 960-8003

TEL: 024-525-7672

### Holiday clinic

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

## Emergency

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The organizer will pay strict attention to earthquake information for visitors' safety and decide to stop the performance and evacuate the stage promptly, should it be required.

In the case that the performance is interrupted by an earthquake, the choir will be guaranteed to perform again. The order of performance will be determined by the organizer.

The "city" of Fukushima is in the mid area of the "prefecture" of Fukushima, and Fukushima Music Hall is more than 60km away from the Fukushima Daiichi Plant. There is no restriction advised for Fukushima city. Our monitoring also shows radiation doses inside the hall is same as the natural level

## 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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- a. Please follow the staff's instructions within the hall.
- b. In the hall, please refrain from leaving, entering or moving during the time of performance.
- c. 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.
- d. Please turn off the alarm watch or a cell phone in the hall. Also, we would like you to remove items that make sounds, such as key holders, in advance.
- e. Please do not put luggage on the audience seats. If you keep luggage for a long time, the staff may take it out.
- f. Please do not leave rubbish in the hall.
- g. For the prevention of infectious diseases like flu, please keep in mind preventive measures, such as coughing into a handkerchief, tissue papers or careful hand washing.
- h. Voice training around the hall will be prohibited because of the close proximity of surrounding houses.