

R3 MIDWEST HARMONY REGION 3

Regional Convention and Competition
May 2 – 5, 2024 – Milwaukee, Wisconsin

January 2024

To: Chapter Presidents/Team Managers
Chapter Directors
Chapter-At-Large Members
Registered Quartets
Regional Management Team

From: Convention Steering Committee

RE: Convention Mailing #1

Enclosures

1. Convention Information
2. Important Dates
3. Schedule of Events
4. Riser Configuration
5. All Events Badge Order Form (attached)
6. Function Space Request Form (attached)
7. Hotel Reservation Form (attached)
8. Jumbotron Reservation Form (attached)



Convention Mailing #1

Hello all and welcome to Convention 2024 in Milwaukee, Wisconsin.

Forms are no longer included within the mailing – they are separate attachments. All forms are fillable pdfs and only these forms will be accepted.

Note: *Milwaukee is in the Central Time Zone. All times listed within this mailing are in the Central Time Zone.*

CONVENTION INFORMATION

- **Combined Briefing**, Chorus & Quartet, will be held at 7:30 pm, Thursday, May 2nd in the hotel. Please plan to arrive at 7:00 pm to complete your competitor paperwork. Only one representative for each contestant has to attend.
- **Sound Check** will be held on Friday, May 3rd at 9:00 am. Please join us on the competition stage to make sure everything is perfect for our judges.
- **Quartet Contest** will begin at 4:00 pm at the Miller High Life Theater on Friday, May 3rd.
- **Chorus Contest** will begin at 12:00 pm at the Miller High Life Theater on Saturday, May 4th. We will be using both alternate (small) and standard (large) riser configurations – the alternate (small) riser configuration will be first. The small riser configuration is 6 6-foot sections with NO inverted center. The large riser configuration is 9 6-foot sections with an inverted center. Riser diagrams are included within this mailing.
- **Convention Mailings** – This is the first of three mailings. This one is designed for all members and the next two are for competitors only. The second mailing will be sent when we receive notice that your chorus or quartet has registered for competition. The second mailing will focus on all the competition forms and orders. The third mailing will be sent after the draw – focusing on the traffic pattern. Copies of all the mailings will be available on the region's website - www.region3sweetadelines.org.
- **Wisconsin Information** – The websites for both the hotel and competition venue as well as Visit Milwaukee Visitors Bureau have wonderful information about the facilities and surrounding areas including maps, amenities, restaurants, and so on. The websites are listed within – please feel free to share them with your members.

Convention Information (Continued)

- **Hilton Milwaukee City Center** will serve as our convention hotel. The hotel reservation form is attached and available on the region's website. Hotel rates for this year are \$159/night. Rate includes tax. Only 4 guests are allowed in each room. You may choose your room type – king bed or 2 beds. You may select a room with two beds with only two guests. No suites are available.

Reservations must be canceled 48 hours prior to the day of arrival to avoid a cancellation penalty of one night room and tax. No shows will be charged one night room and tax and the remaining nights of the reservation will be cancelled.

All reservations require a credit card. A credit card or debit card will be required at check-in. For those using a debit card, an authorization for incidentals will be taken at check-in.

Parking is available in the Hilton's garage at a rate of \$28 per night. Hotel guests receive a discounted price of \$15 per night. Take a ticket upon entering the garage. Bring the ticket to check-in to receive the discounted pricing.

Please send your hotel reservation form to Shelly Hughes no later than March 1, 2024.

- **Convention Fair Share Assessment Fee** – In June 2009, Region 3's RMT adopted a Convention Fair Share Assessment Fee. This fee is imposed when a competitor does not stay at the convention hotel. Competitors are required to pay this fee prior to the convention weekend. Competitors are defined as anyone appearing on stage which includes the host chapter and any special performances. Competitor lists will be matched against the hotel reservations to verify fees. A two-night minimum stay is required. The fees for 2024 are \$150 for no nights stayed and \$75 for only one night stayed. A form to pay this fee will be sent in the next contestant mailing.
- **Rehearsals & Function Space** – A complimentary 60 minute, flat floor rehearsal on Saturday morning is available for all choruses. Private rehearsal rooms are limited this year. In order to secure a private room, your chorus will be required to purchase an additional meal. See the attached function space form for more details.
- **Miller High Life Theater (MHLT)** will serve as our competition venue. The MHLT is one block from the Hilton. Busing will be provided for contestants entering backstage – no return busing will be provided.
- **Judging Panel** - We are delighted to welcome our judges to Milwaukee:

Sound – Valerie Taylor, Panel Chair
Music – Carolyn Schmidt
Expression – Karen Sweeters
Visual Communication – Gina Kaiser
Panel Secretary – Kelli Hinton

Convention Information (Continued)

- **Registration** – An All Events Badge order form is attached and available on the region's website. Badges will be available for pick up at the hotel beginning Thursday, May 2nd. During the competitions, badges may be picked up in the Miller High Life Theater lobby.

Badges are transferable, but not refundable. All competitors are required to have an All Events Badge. Purchases, transfers and changes to All Events Badges will be handled in advance or onsite at the ticket sales table only. **Any competitor who requires an All Events Badge transfer MUST do so in advance or through the ticket sales table. Failure to do so may result in our records having a competitor without an All Events Badge, thus making the entire group disqualified.**

This year, Region 3 member's All Events Badge include a box lunch. All lunches include chips and a cookie. Lunch choices are:

Turkey & Cheddar Sandwich
Ham & Cheddar Sandwich
Roast Beef & Cheddar Sandwich
Chopped Salad (Vegetarian - can be made gluten free or vegan upon request)

Badge costs are \$125 for Region 3 Members and \$115 for Non-Members when ordering prior to March 1, 2024. Lunch will ONLY be included for Region 3 members* ordering by March 1st. After March 1st, All Events Badges are \$125 for everyone; however NO lunch will be provided. Advance registration closes on April 1st.

*Male Region 3 chorus directors and quartet competitors from other regions are extended the member ticket rate and will include lunch.

- **Single Event Tickets** will be available for purchase beginning one hour prior to each competition in the Miller High Life Theater lobby. Cost is \$65 for adults and \$30 for children 12 and under. The region accepts cash or checks only.
- **Jumbotron Returns!** – The slide show will be shown on the big screens during the competitions – before and after the contestants. This is the perfect opportunity to promote your chorus, your quartet, your upcoming events or accomplishments. Slides are \$50 each or 3 for \$125. Payment and artwork are due April 10th. See forms for detail
- **Competition Program** will be available for download closer to the convention. Watch your email. QR codes will be available onsite.
- **Trophies** – All trophies, awards and their protective bags need to be returned to the region no later than briefing, Thursday, May 4th. If you have a problem with any award, please contact Shelly Hughes immediately.

Convention Information (Continued)

- **Competition Deadlines** – International Headquarters will email competitor packets to all choruses and quartets on January 19, 2024. The packets will be available on International’s website earlier; however, Region 3’s registration window will not open until January 19th.

Quartets: Competition entry deadline is March 4, 2024 (late entry is March 19, 2024 and will incur an extra fee). Entries after March 19th will not be processed.

Choruses: Competition entry deadline is March 5, 2024 (late entry is March 20, 2024 and will incur an extra fee). Entries after March 20th will not be processed.

- **Draw for Order of Appearance** will take place March 11, 2024. The Order of Appearance will be available on Sweet Adeline International’s website.

- **Committee and Venue Contact Info**

Comepetition Coordinator (CC) and Chair of the Regional Convention (CRC)

Shelly K. Hughes	847-462-9733 (H) 312-209-4533 (C)	skhsnoopy@comcast.net
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Events Coordinator (EVC)

Kristin Farwig	574-903-3805 (C)	klfarwig@gmail.com
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Official Panel Liaison (OPL) Team

Barb Godwin	815-228-0296 (C)	craigg51@yahoo.com
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Cindy Slowik	815-545-3617 (C)	toothfairybari@comcast.net
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Convention Hotel

Hilton Milwaukee City Center 509 W Wisconsin Ave Milwaukee, WI 53202	414-271-7250	marcushotels.com
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Miller High Life Theater

millerhighlifetheater.com

Milwaukee Visitors Bureau

visitmilwaukee.org



**2024 Regional Convention
Advertising Information
May 2 – 5, 2024**

Send a congratulatory, good luck or other special message to a favorite chorus, quartet, member or director on a jumbotron slide. Slides will be played during the Quartet and Chorus competitions on May 3rd and May 4th in the Miller High Life Theater.

Display screens within the theater will rotate slides in 12 second intervals before and after the competition and between contestant performances.

Slides are \$50 each or a set of 3 for \$125.

Technical Info

- Slides must be designed in Microsoft Power Point (wide-screen 16:9 ratio)
- Format in 1280 x 720 pixels
- Photos within slides should be high resolution (300 dpi)
- Audio is not permitted
- Slide animation and transitions must auto play within a 12 second timeframe
- If your submission has multiple frames that transition, it must be created in a single slide with transitions, not separate slides. Do not submit files with separate slides/frames or you will be charged per slide.
- If your slide submission contains transitions, please ensure that it is set to transition automatically and not by mouse click. Entire slide transitions should not exceed 12 seconds. Both of these features should be set and tested within PowerPoint before submitting to the region.

Advertising form and payment should be sent to Shelly Hughes, 238 Bell Dr, Cary, IL 60013.

Artwork should be emailed to lindalgross@gmail.com.

BOTH ARE DUE APRIL 10, 2024.



IMPORTANT DATES

January 19, 2024	Competitor Packets emailed Contestant Registration opens for Region 3
February 1, 2024	Function Space Request Form due
March 1, 2024	All Events & Lunch Order – last day for Early Bird Discount Hotel Reservations due
March 4, 2024	Quartet entry deadline
March 5, 2024	Chorus entry deadline
March 11, 2024	Draw for Order of Appearance
March 19, 2024	Quartet late entry deadline (extra fee applies)
March 20, 2024	Chorus late entry deadline (extra fee applies)
April 1, 2024	Last day for advance All Events (purchase or changes) Contestant Form due Chorus Photo Order Form due Song Information Sheet due List of Competing Members Form due
April 10, 2024	Jumbotron Form and artwork due
May 2, 2024	Combined Briefing Open Division Cue Sheets
May 3, 2024	Sound Check Quartet Contest
May 4, 2024	Chorus Contest Chorus Hospitality Rooms



Schedule of Events

Thursday, May 2, 2024

4:00 pm – 5:30 pm	Education Class	Wright Ballroom
6:00 pm – 9:00 pm	Harmony Boutique	4 th Floor Registration
6:00 pm – 9:00 pm	Registration (pick up only)	4 th Floor Registration
7:00 pm – 7:30 pm	Briefing Registration*	Wright Ballroom
7:30 pm – 8:00 pm	Combined Briefing	Wright Ballroom
8:30 pm – 10:30 pm	Quartet Reception**	Empire Ballroom

Friday, May 3, 2024

9:00 am – 11:30 am	Sound Check	Miller High Life Theater
9:00 am – 2:45 pm	Registration (pick up only)	4 th Floor Registration
9:00 am – 5:00 pm	Harmony Boutique	4 th Floor Registration
12:00 pm – 1:30 pm	All Events Ticket Sales	4 th Floor Registration
3:00 pm – 8:00 pm	Registration & Ticket Sales	Miller High Life Theater
3:00 pm – 3:30 pm	Mass Sing	Miller High Life Theater
4:00 pm – 10:00 pm	Quartet Contest	Miller High Life Theater

Saturday, May 4, 2024

11:00 am – 3:00 pm	Registration & Ticket Sales	Miller High Life Theater
12:00 pm – 5:00 pm	Chorus Contest	Miller High Life Theater
8:30 pm	Chorus Parties	Hospitality Rooms

Locations listed are in the Hilton or Miller High Life Theater (competition venue)

* Chorus & Quartet contestants to turn in competition paperwork

** By Invitation only

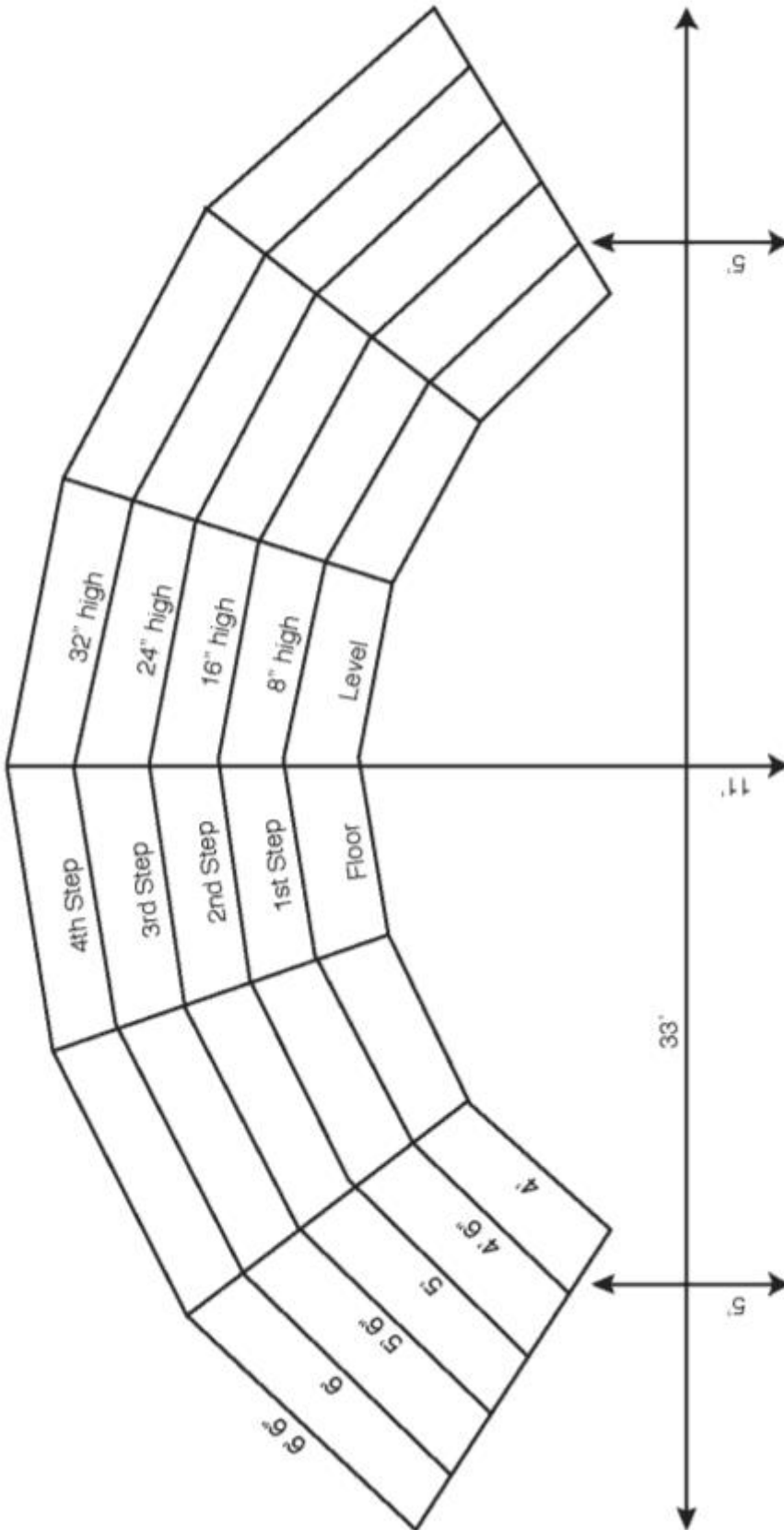


Diagram for 6 - 6' sections of 18" choral risers including 4th step and floor.

Maximum distance between front edge of riser and curtain is 5', this can be reduced to 3' to prevent loss of sound.

This configuration accommodates up to 70 chous members comfortably.

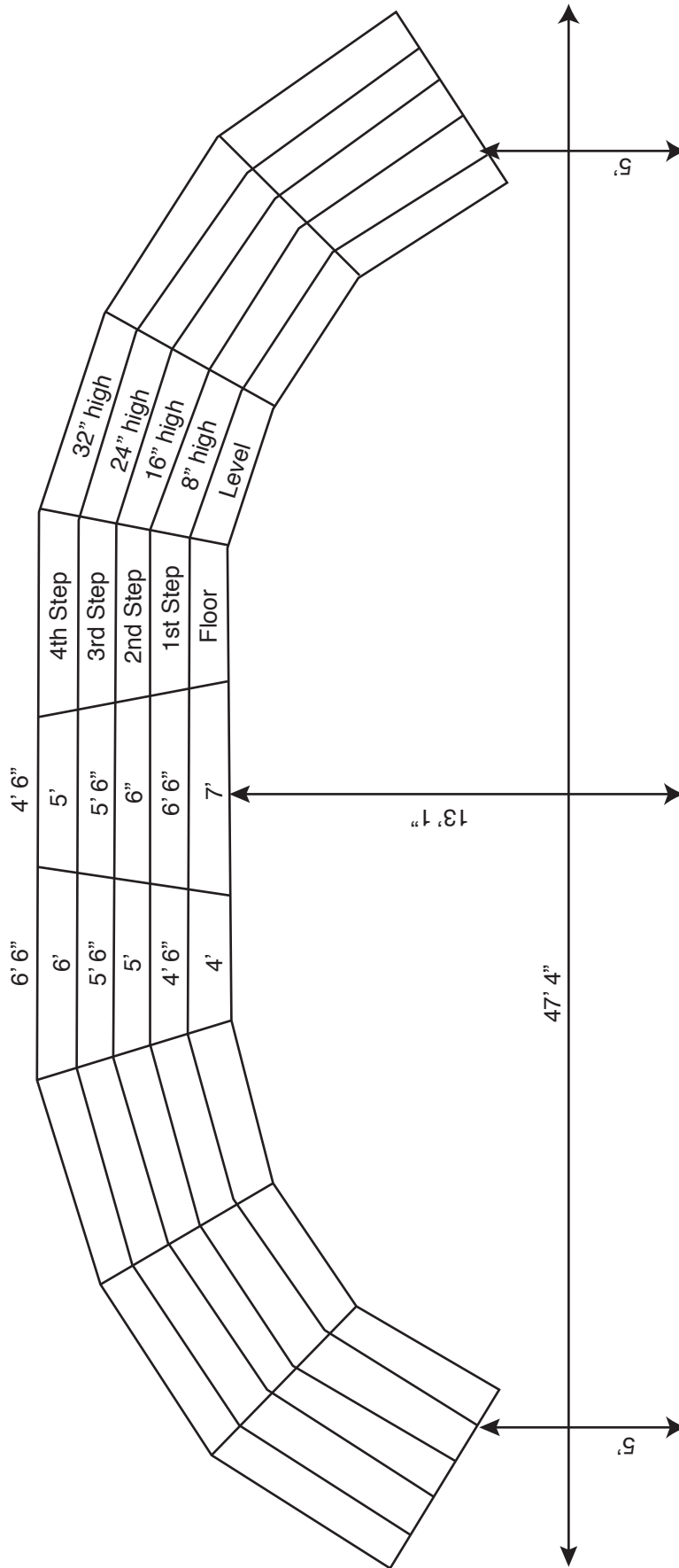


Diagram for nine six-foot sections of 18" choral risers using reverse (inverted) section, including 4th step and floor.

Maximum distance between front edge of riser and curtain is 5'; this can be reduced to 3' to prevent loss of sound.

This configuration accommodates 100 or more chorus members comfortably.