

Region 25 Instructions for Entering Marching Band Contest

Log on to www.texasmusicforms.com to enter the contest.

- Click on “Form 2 - Marching” located on the right side of the page to submit your entry for Marching Contest and follow the prompts.
- Complete entry by the contest entry deadline.
- Statement of intent for Area Marching Contest is submitted electronically as part of your “Online Entry” for Region marching contest. Just check the appropriate box.
- After submitting your entry, click on “Review Entries” then click “Print Invoice” - this is FORM 1-A.
 - The system automatically calculates your fees and creates an invoice that you can use as your official paperwork to request payment from your school business office.
 - Be sure your business office knows to attach the invoice to the entry fee check when mailing the check to Mr. Renzenbrink.
 - Entry checks should be processed immediately with your business office. They should be mailed no later than 2 weeks prior to the day of the contest.
- Parent/Student UIL Marching Band Acknowledgement Form -
 - You must have a signed copy of this form on file at your school for every student participating in marching band.
 - The Executive Secretary does not collect this form.
 - Once you have a valid form on file for a student, it is unnecessary to get a new form signed each year, only for new students.
 - Both parent and student must sign the form. This form link is provided on the Region 25 UIL website or here [at this link](#).

REVIEW & FINAL STEPS...

- Remember all staff must complete the marching [safety training course](#) online.
- Complete the marching band educational use [video agreement form](#).

Email the following to Roy Renzenbrink prior to the day of contest:

- Completed [Announcers Script](#)
- Completed [Statement of Compliance](#)
- Form 1 - Eligibility Form - must be signed by the superintendent or principal. If you do not email this to Roy you must bring it with you the day of the contest and give it to the people at check in. You may access and type out your Form 1 through the <https://www.texasmusicforms.com/> website.

Mail fees to new address:

UIL Region 25 Music

c/o Roy Renzenbrink - Executive Secretary

10218 Ambergate Lane

Frisco, TX 75035

Uilmusicregion25@gmail.com