# Registering for the





Instructions

Competitor

### **INSTRUCTIONS:**

- **Step 1. Select Solo/Duo/Trio or Group form below.** You cannot register solos and groups on the same form.
- **Step 2.** Complete Competitor page (dark grey tab).
- Step 3. Complete Discipline page (light grey tab), will appear once discipline is selected.
- **Step 4.** View Summary page (red tab) and edit as required.
- **Step 5.** Payment made through PayPal link Don't have a PayPal account? Click on the "don't have a PayPal account" link to pay.
- \* indicates fields that are required.

Your name will show in the program exactly as entered. Check spelling and make sure to use Uppercase and Lowercase letters appropriately i.e. Joe Smith

Please use the following chart to determine which entry form you need to use for the discipline you are entering. It differs depending on the discipline and the number of participants in your entry.

Section	Use Solo/Duos/Trios form	Use Group form	
Brass and Percussion	solos/duets	trios and ensembles	
Choral	Not applicable	all registrations	
Guitar	solos/duets	trios and ensembles	
Composition	all registrations	Not applicable	
Ethnic Dance	solos/duos/trios	4 or more performers - group form	
Fiddle	solos/duos/trios and small ensemble (3-6 performers)	large ensemble - more than 6 performers	
Piano	solos, duets, 2 pianos	Not applicable	
School Bands	Not applicable	all registrations	
School Dance	Not applicable	all registrations	
School Orchestras	Not applicable	all registrations	
Speech	solos/duologues	Choral speaking and choric drama	
Strings	solos, duets	trios and ensembles	
Studio Dance	solos	duos/trios, groups (4 performers and up)	
Voice	all registrations	Not applicable	
Voice-Musical Theatre	solos, combinations - 2 or 3 performers	Combinations - 4 or more performers	
Woodwinds	solos, duets	trios and ensembles	



Choose your section, and whether you want to register for a solo /duo/trio, or a group

Click on the blue link, this will open a new tab.

Instructions

Competitor

Summary

### INSTRUCTIONS:

- Step 1. Select Solo/Duo/Trio or Group form. You cannot register solos and groups on the same form.
- Step 2. Complete Competitor page (dark grey tab).
- Step 3. Complete Discipline page (light grey tab), will appear once discipline is selected.
- Step 4. View Summary page (red tab) and edit as required
- **Step 5.** Payment made through PayPal link Don't have a PayPal account? Click on the "don't have a PayPal account" link to pay.
- \* indicates fields that are required.

Would you like to volunteer for our festival or provincials?

calendar year with the right to vote at the Annual General Meeting.

Your name will show in the program exactly as entered. Check spelling and make sure to use Uppercase and Lowercase letters appropriately i.e. Joe Smith

Go to: Groups (Small and Large) and Ensembles Teacher's Report Participant Information - Solo/Duo or Duet/Trio Check syllabus if you are unsure which type of entry to make. Syllabus First Name \* Last Name \* Birthdate \* Mth ▼ | Day ▼ | Year Organization (Name of School, Dance School, Church, Band, etc.) Home Phone \* Cell Phone Email Address \* Address \* City\* Postal Code \* Parent/Guardian Information (Only needed if the participant is 18 or under) First Name \* Last Name \* Phone Email Address \* Disciplines You Are Registering In - When you check the discipline boxes, tabs will show up at the top of the screen. Click on the tabs to complete your registration. This does not include classes that your teacher/studio/school is registering you for. Brass and Percussion ☐ Voice - Classical ☐ Dance - Studio Classical Guitar ☐ Ethnic Dance ☐ Speech & Dramatic Arts ☐ Voice - Musical Theatre ☐ Fiddle ☐ Woodwinds Composition Strings Donations to our festival are appreciated, and will be added to the registration fee. Donations \$25 and more will receive a tax receipt.

Registration of adults, and the parent/guardian of minor registrants in Festival, includes free annual membership in GVPAFA for the current

### Step 2

Fill out your registrant's information

Make sure that you have the parent/guardian's contact information on hand if the registrant is under age.

Click on the discipline you'd like to register this person in. Clicking a new box will open a new tab at the top that correlates with your selected discipline

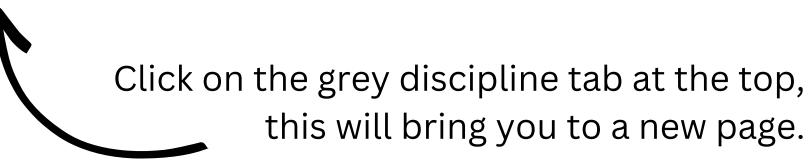
Instructions

Competitor

Dance - Studio

Piano

Summary

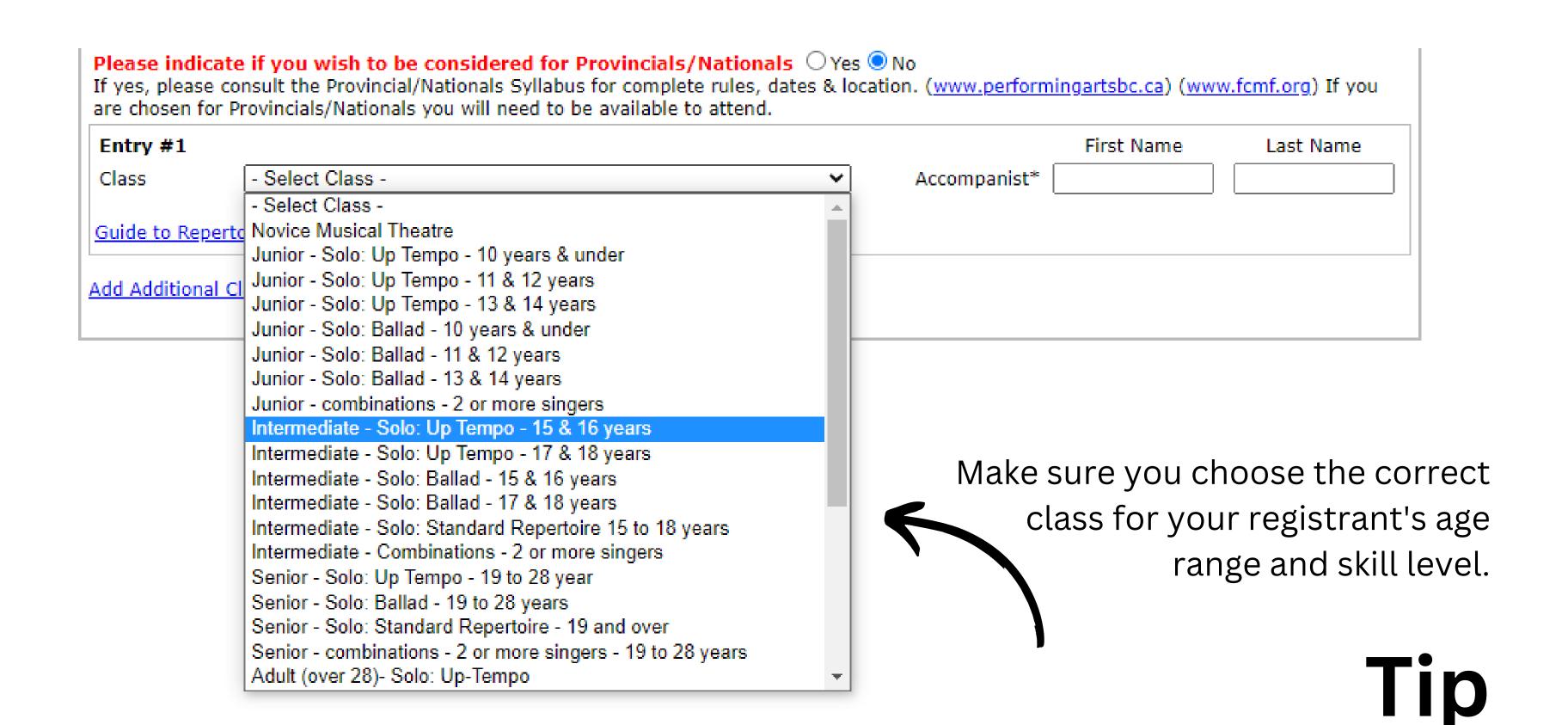


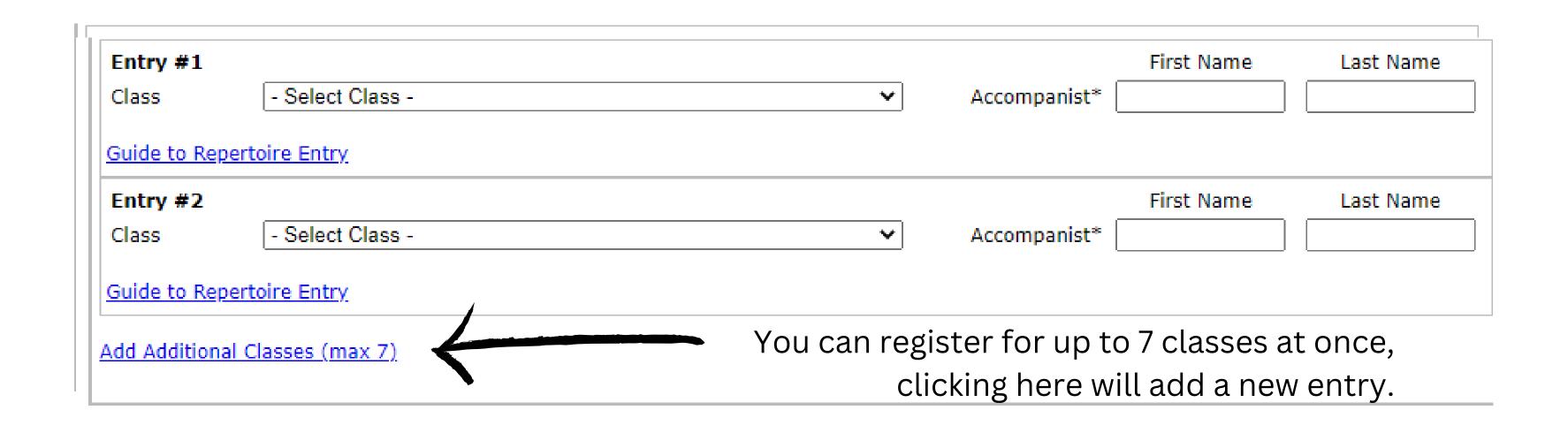
# Step 3

GRE PER	ATER VIO	CTORI G ARI	FEST	IVA]	L 250	-386-9223	
Instructions	Competitor	Fiddle	Voice - Musical Theatre	Summary			
Voice - Musical Theatre Entry Information - Check syllabus for any questions you have. <u>Syllabus</u> Teachers: if your name is not in the dropdown box contact the office. Students/Parents: if your teacher's name is not in the dropdown box their name and contact info must be inserted here.							
			Teacher First Na	me	Teacher L	ast Name	
Teacher Name	e Select Teacher		✓ Teacher Phone [				
			Email				
Please indicate if you wish to be considered for Provincials/Nationals OYes No If yes, please consult the Provincial/Nationals Syllabus for complete rules, dates & location. ( <a href="https://www.performingartsbc.ca">www.performingartsbc.ca</a> ) ( <a href="https://www.fcmf.org">www.fcmf.org</a> ) If you are chosen for Provincials/Nationals you will need to be available to attend.							
Entry #1						First Name	Last Name
Class	- Select Class	_		~	Accompanist*		
Guide to Reper	toire Entry Classes (max 7)						

Now you can proceed to enter the teacher's information, the class you are entering, and whether or not you'd like the registrant to be eligible for the Provincial/National competition.









You can register for multiple disciplines at the same time, each discipline will open up a new tab for you to choose your classes in.





Step 4

Instructions

Competitor

Click on the tab to edit, do not use the back arrow.

Do not exit page without submitting registration or info wil

Voice - Musical Theatre

Summary

Registration Summary - Total \$50.00

### **Participant Information**

Jane Smith

Super Cool Music School Birthdate: Jan 1, 2001 1538 cedar hill cross road City: Victoria V8P 2P1 Phone: 250555555 Email: festival@gvpaf.org

**Musical Theatre Entry** 

Teacher: Select a Teacher or Enter Teachers's First Name, Last Name and Email Address

Potential Candidate for Provincials/Nationals
#1 Class: Senior - Solo: Ballad - 19 to 28 years

Title: Amazing Ballad Composer: Composer

Name of Show: Enter Name of Show

Accompanist: Name Name

Click on the red "Summary" tab once you've finished completing your Competitor and Discipline information.

Here, you can see a summary of all the information you've entered, as well as a list of each class they are registered in and the cost per class.

Time: 1:00

\$45.00

Administration Fee \$5.00

Total \$50.00

Anything highlighted in red needs to be edited or completed before you can submit

# Fees

\$45.00

Administration Fee \$5.00

Total \$50.00

There is a \$5 Administration Fee for each transaction. You can register one person for up to 7 classes, and only pay the 5\$ one time.

The Administration for group entries are also only 5\$, no matter how many participants are in the group.

Fees vary based on which class you are registering for. All class fees are outlined in the corresponding syllabus.

# Provide your consent for photography during the concerts, liability waver, and Privacy Policy. Then you can click on the button titled "Submit Registration to Festival"

### Photo Consent

I consent to and authorize the use of the participant's name and/or images without monetary gain for performance information, recognition of achievement and awards, festival publicity, and for historical record. If this registration is being submitted by a teacher, selecting 'Yes' indicates having received appropriate informed and prior consent from their participating students and/or parents.

Yes, I consent to above

O No, I do not consent to above

**Liability/Permission Waiver:** I acknowledge that I am an adult participant, a parent/legal guardian of a participant under the age of 19, or a teacher with appropriate consent, and that I have read all the rules as contained in the current official Syllabus, agree to comply with all conditions governing this entry and further waive and release the Greater Victoria Performing Arts Festival Association and its employees and volunteers from any liability in connection with participation in the Greater Victoria Performing Arts Festival.

### Privacy Policy Consent

I consent to the collection of personal information to be used by authorized Festival personnel in order to perform their respective Festival duties, including being contacted with regards to Festival activities, and in accordance with the GVPAF Privacy Policy published on the GVPAF website.

✓ Yes, I agree to the privacy policy consent and waiver (page will refresh, then click 'Submit Registration to Festival' button)

No refund of fees will be made except by decision of the Festival Board under exceptional circumstances. Request must be made in writing and with early notice.

Submit Registration to Festival

By clicking the 'submit registration' button, you have created a registration at Festival. Please remember that every time you click "submit registration" for the same registrant and class(es) you are creating duplicates. Please call the office if you have any questions.



Add New Entry

Thank you, one final step...your registration has been received by Festival, but you must pay now to finalize your registration

CLICK 'PAY NOW' TO COMPLETE YOUR REGISTRATION. YOU DO NOT NEED A PAYPAL ACCOUNT.

IF YOU DON'T PAY THIS REGISTRATION BY PAYPAL YOU ARE NOT ENTERED IN THE FESTIVAL



PAY WITH YOUR PAYPAL ACCOUNT, OR SELECT THE CREDIT CARD YOU WISH TO USE AND COMPLETE THE FIELDS AS DIRECTED.

You don't need a PayPal account.

If you want to pay through your credit card there is a button, underneath where you login to a PayPal account, It says Don't Have a PayPal Account? Click that button to pay without a PayPal account.

You cannot pay by cheque or cash, you must pay by credit card through PayPal. The order number below is only confirmation that your registration has been processed. You are not fully registered until you have paid. When you have paid by credit card the PayPal receipt will be emailed to you.

Click on the tab to edit, do not use the back arrow.

Do not exit page without submitting registration or info will be lost.

Registration Summary - Total \$50.00

### Participant Information

Jane Smith

Super Cool Music School Birthdate: Jan 1, 2001 1538 cedar hill cross road City: Victoria V8P 2P1 Phone: 250555555 Email: festival@gvpaf.org

**Musical Theatre Entry** 

Teacher: Argenta, Nancy

#1 Class: Senior - Solo: Ballad - 19 to 28 years
Title: Amazing Ballad Composer: Composer

Name of Show: Show Name Accompanist: Name Name Time: 1:00

Administration Fee \$5.00

Total \$50.00

\$45.00

### Step 6

After you click Submit, you've made it to the final step!

You can use PayPal to pay for your registration online. You do not need to have a PayPal account in order to pay online (it is just facilitated through our PayPal system)

Thank you for registering in Festival. If you have paid for your registration, we thank you. If you did not, please CLICK HERE < <a href="http://www.musicfestivalreg.com/gvpaf/paynow.aspx?id=904f0d0d-e45e-4064-8c18-2976d053f3a6">http://www.musicfestivalreg.com/gvpaf/paynow.aspx?id=904f0d0d-e45e-4064-8c18-2976d053f3a6</a> and pay now to complete your registration.

If you get two registration confirmations for the same entry, and they have different competitor numbers you have accidentally registered twice. Please contact the office if this happens.

CompID #59729 Total \$50.00

Jane Smith
Super Cool Music School
Birthdate: Jan 1, 2001
1538 cedar hill cross road
City: Victoria V8P 2P1

Email: festival@gvpaf.org

Phone: 2505555555

Musical Theatre Entry Teacher: Argenta, Nancy

Potential Candidate for Provincials/Nationals

#1 Class: Senior - Solo: Ballad - 19 to 28 years

Title: Amazing Ballad Composer: Composer Time: 1:00

Name of Show: Show Name Accompanist: Name Name

\$45.00

Administration Fee \$5.00

Total \$50.00

You will now receive a summary email with your registration information, Competitor number, and a link to pay

The CompID# is very important, as this is what we use to identify the registrations. If you have any issues with your registration, you will use this number to tell us which one you need help with.