

**APPLICATION FORM**  
**FALL GALA. November 5, 2011**  
**Oakwood Mall Food Court, Eau Claire**

1. Teacher's name\* \_\_\_\_\_  
address \_\_\_\_\_  
phone \_\_\_\_\_  
email \_\_\_\_\_

2. Time preference (program will begin at 10:30 a.m.)  
 a.m.     early afternoon     mid afternoon  
 late     afternoon     anytime OK

3. Time allotment. Please indicate total time needed for your students.  
 10 minutes     20 minutes     30 minutes  
 40 minutes     other Specify \_\_\_\_\_

4. How many of your students do you anticipate will take part? \_\_\_\_\_

5. Do you have special equipment needs? e.g., extra mike(s) for vocals, flutes, violins, etc. (The piano will be hooked up to sound and one microphone will be available for announcing.)  
 No     Yes - Specify \_\_\_\_\_

6. Can you volunteer at the site during the program? We need at least one person to be there throughout the day to make sure participants keep within the schedule, to adjust or take care of any sound problems, to help groups of performers get on and off the stage smoothly, to answer any questions from teachers or the audience, and to just be there for any other situation that might arise. Kathy also needs some help loading and unloading equipment. Please specify time.

10:00 Unload/Set-up     10:30-12:30 p.m.     1:00-3:00 p.m.  
 6:00 Loading     3:00-5:00 p.m.     5:00-end and brief clean-up

(Clean-up entails helping tear down sound if necessary, picking up brochures and checking for music and other articles left behind)

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Please mail this completed form to

Kathleen Johns  
3426 Jill Avenue

Eau Claire, WI 54701

Phone: 715-834-0311

(forms should be received no later than **October 21**)

\*You must be a member of the Chippewa Valley Music Teachers Association to participate. If you wish to become a member, please contact Rebecca Wilkinson at 715-839-1207 or karisofia@gmail.com