

Process and Regulations

1. Qualification for Overseas Participants

(1) Please submit an application form for entry to Organizing Committee of The Championship.

(2) Closing of Application

The application shall be accepted in principle by arrival order of application sheet by **May 25 (Fri), 2013**.

The Organizing Committee shall inform each band the acceptance as soon as it is decided.

(3) Competition will be made only for marching band division.

Festival will be made for marching band division and color guard division.

Number of players and/or performers of each division shall be free.

(4) Bands or groups shall complete the following procedures.

a) Bands will send an application form and will pay Japanese Yen 20,000 per each participating person as **Staying Expenses** by May 24(Fri), 2013.

The application shall be accepted by arrival order. (1000 persons in total)

(Yen 20,000 is equivalent to US Dollars 222 using the current exchange rate; one US Dollar = Yen 90)

Those bands which arrange accommodation and transport in Japan by themselves, it is not necessary to pay the Staying Expenses above mentioned.

Upon receipt of this Staying Expenses the Organizing Committee will provide bands with the accommodation for August 8th(Thu)-11th (Sun) (4 nights) and meals from dinner of Aug 8th to breakfast of Aug 12th together with bus/truck transportation service during the championship.

b) Each member will receive a program booklet and a championship souvenir and will be applied the injury/accident insurance free of charge during the championship.

c) Bands will submit Register Documents for Official Band Members (The number of band members playing in championship day must be within this register document)

*The member means those who enter into the playing floor for playing/performing and for directing.

d) Bands will complete the presentation of documents concerning the copy right of music.

e) To present other documentation designated by the organizing committee.

2. Playing and Performance

(1) Performance Floor

a) Performance Floor is described in the separate drawing.

(Yard Unit will be used. 5 yards = 4.57 meters.)

b) Entrance to the floor is limited only for the registered member of each band.

※In principle, it is prohibited to use the floor beyond the front performance line.

(2) Entrance and Exit

a) Entrance to the floor will be through the gate designated by the Organizing Committee of the Championship.

b) Members will enter by the sign to be given by designated person and quickly go out after ending performance and playing.

(3) Performance time of marching band division shall be **within 15 minutes** including entrance and going out. Playing and performance time of Parade Contest shall be **within 10 minutes** including entry and going out.

(4) Performance time of Color Guards Division in Festival will be **within 8 minutes** including entry and going out.

(5) In Parade Contest, bands shall go round a circle of 30 yards and make U-turn and mark time with more than 32 beats as a theme, however, no detailed regulations will be applied.

(6) As for color guard a person who is not a performance member will be present at audio room having a tape for performance and this person will send signs to start or stop. (CD or MD will be used as audio tape)

3. Entry

(1) Schedule

August 9 (Fri) Parade Contest / Festival

August 10 (Sat) Preliminary Competition / Exhibition

August 11 (Sun) Final Competition/Festival / Exhibition

***Rehearsals in the venue shall be made on August 8th.**

(2) Classification

a) Marching Band

Junior: All members must be 15 years old and under during the time of the Championship.

Senior: All members must be 22 years old and under during the time of the Championship.

Open: All bands without age limit including above.

b) Color Guards: Without age limit, No music playing.

4. Equipments

“Equipments” means items not belonging to music instruments, batons, hand tools, and uniforms. It also means as general naming excluding performers.

“hand tools” means such small tools being carried easily by performers for their use.

“special effects” mean all tools using lightning effects such as flash, strobes, various lights (including chemical lights) etc.

(1) Carrying in and out of all tools and equipments should be made quickly and safely. Each band or team shall have a full responsibility for moving such items. Carrying in and out means not only on the performance floor but including all process of carrying into the building and out where the championship is made.

(2) **The size of equipments to be carried into the performance floor is free.**

(3) In case utilizing special effects, it is necessary to submit a document beforehand to the Chairman of Judge Committee with detailed explanation of such special effects.

*It is prohibited to use the electrical sources other than dry batteries.

*As for chemical lights, using chemical reaction, it is possible to use only such light of which safety is guaranteed by manufacturer.

*It is prohibited to use fire, gas, liquids and solid fuel etc.

(4) The podiums must be used at the positions designated by the Organizing Committee without moving them.

At the podiums designated by the Organizing Committee, it is prohibited to use it for the other purposes. It is exclusively used for conducting. In case of using podiums at other positions, each band can carry into their own podiums.

(5) In case of using national flags, it is necessary to pay attention for using them with utmost respect. In case using as flags, it is prohibited to use flags with original shape.

(6) Costume accessories such as span coal and beads it is necessary to pay attention not to disturb performance of other bands or teams.

(7) It is prohibited to use electricity except infants group. However, dry battery for special effects and battery for vibraphone are excluded.

*In case of infants group, the use of AC Electrical Source is permitted only by prior application.

5. The Copyright for the Contest (to be applied for Japanese bands)

It is necessary to respect fully the copyright based on the Copy Right Law.

*In case of using portraits or characters as props by digital copying or by copying it is necessary to have the consent of use for portrait.

*As for the music to be used, it is necessary to apply for the consent to be given for music copy right as explained below.

(1) Marching Band Division

Concerning Consent of Music Copy Right

As for the music to be used, it is necessary to apply for the consent to be given for music copy right as explained below.

a) In case of using music bought in the market or own made music, it is not necessary to have such consent.

*In case of using music bought in the market, it is necessary to submit its cover sheet or a copy of document certifying the purchase (receipts etc.) to Organizing Committee.

b) In case of arranging a music by oneself, each band has to submit a letter for getting consent to the composers or the publishers who have such copy right.

It is necessary to present a document in which the consent of use is certified.

There may be cases that bands have copyright but have no official consent. In such case, it is necessary to present a document to Organizing Committee in which the name of copy right owner , person in charge of, address, the date of consent are described and the receipt of payment for such consent must be attached (Photo copy is possible)

(2) Color Guards Division

Concerning Consent of Music Copy Right

a) As for the Music to be used at the competition, it is necessary to take following procedures.

b) Music to be used (Tape, CD, MD etc) must be applied directly to the publisher asking for the use of such music under the responsibility of each group.

*In case of using plural music, it is necessary to apply for all the music.

*It is necessary to pay attention as it may take time until getting the consent.

It is necessary to submit documents certifying the consent of use.

a) In case of consent without conditions, a document certifying it must be submitted.

b) In case of consent with conditions, a document certifying it must be submitted and in case of consent with payment, it is necessary to submit a copy of such payment certificate.

c) If a trouble with publisher is caused at the competition concerning the used music, it shall be settled under full responsibility of each group.

*Application for the use of multiple music copy right

(As for the consent of multiple music copy right, it must be applied in case that the tape of playing is MD.)

In case of arranging music recorded in CD after getting the consent or in case of using music recorded all together, the multiple copy right (fee for recording) shall be requested. The Organizing Committee will apply collectively to JASRAC for the consent, however,

the fee requested by JASRAC (Yen 400 for each recorded music) shall be paid by each group. The seal of consent is not given any more, so it is not necessary to put it on the disk.

*Music Source for performance (CD,MD)

- a) A person who is not a member of performance must come to music room with MD or CD and send signals for starting and stopping.
- b) As for the signals to use "Start "is for starting and "Stop " is for stopping.
- c) MD for playing must be ones which have been given the consent for music copy right and multiple copy right.
- d) Recording method shall not be LP Mode (recording 2 and 4 times) and it shall be normal mode (Standard)

If you have any question concerning above items, please ask Japan Marching Band Baton Twirling Association (03-6231-6033, E-mail: world@japan-mba.org)

6.Others

- (1)Expenses of each participating group shall be paid by themselves.
- (2) It is not possible to refund Staying Expenses once they are paid.
- (3)Video and Photograph taking

*Special Seats for recording of each band are designated.

It is possible to take video and photos only at the place designated by the Organizing Committee by 3 persons. This is only for taking photos or video while their band are playing.

It is prohibited to take photos and video inside the venue or stadium

- (4)The Organizing Committee will arrange the seats for members of participating bands.

7. If there are any questions on the Championship , please ask for :

JAPAN MARCHINGBAND BATONTWIRLING ASSOCIATION (JMBA)

Ousaki Building 4 th Floor , 6-10-1 Higashi Ueno , Taito-Ku ,

Tokyo 110-0015 Japan

Tel +81-3-6231-6033 / Fax +81-3-6231-6034

E-mail: world @japan-mba.org

8. Emergency Procedures

- (1)Objectives

We take the emergency procedures as follows so that we maintain safety administration in the venue by which we reduce humane damage to minimum level.

- (2)Prevention for safety

- a) Person in charge of each position shall pay special attention and arrange in order items

in each position without putting anything that is not necessary.

b) An hour prior to starting of audience, all officials and persons shall confirm the situation in the venue and check thoroughly if there are no suspicious items or dangerous items. In case they find any suspicious items, they must inform it to the headquarters of the championship.

c) Prior to 30 minutes of the opening, they shall repeat checking.

(3) In case of happening emergency

a) When fire broke out

- i. Who find it have to take immediate action for the first extinguishing work and at the same time they have to report it firemen and police present at the venue. Also they must inform to each responsible persons.
- ii. Responsible person has to report it to the headquarters, which shall have to report fireproof station.
- iii. Staff member shall have to receive instructions from firemen or policemen and it shall be reported to the headquarters.
- iv. As for the first extinguishing works each staff shall have to confirm with officers previously how to manipulate extinguishing devices at the venue
- v. As for evacuation guiding of the audience, each staff shall have to guide them according to the information (broadcast) of the Headquarters. They shall be guided to the safety place through the route previously determined without causing troubles.

b) In case of earthquake

- i. The Headquarters and each staff must inform to audience to keep calm through broad casting or by hand microphone. Staff shall have to wait instructions from the Headquarters' judge and instruction. In case it is necessary to evacuate, they shall evacuate through the exits to outside of the building. They shall receive instructions from responsible officers, the fire officers and police officers present at the venue.

c) In case of injury and illness

- i. In case of happening of injury or illness each staff has to inform it to the headquarters and wait instruction and arrival of ambulance team.
- ii. Each staff shall have to inform to the Headquarters.
- iii. The headquarters inform to the ambulance team the location of waiting space and if necessary request an ambulance car from fire station.
- iv. The ambulance place shall be installed at medical room of the venue.