

Sweet Adelines International  
9110 S. Toledo Ave., Tulsa, Oklahoma 74137 USA

**REQUEST FOR STEP TWO  
SATELLITE AREA**

**Prospective Chapter Name** \_\_\_\_\_

**Official Rehearsal Location(including address)** \_\_\_\_\_

\_\_\_\_\_ **Rehearsal Day** \_\_\_\_\_

**Rehearsal Time** \_\_\_\_\_

**Contact** \_\_\_\_\_

**Director** \_\_\_\_\_

**Address** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_

**City** \_\_\_\_\_

**State** \_\_\_\_\_

**State** \_\_\_\_\_

**Postal Code** \_\_\_\_\_

**Postal Code** \_\_\_\_\_

**Country** \_\_\_\_\_

**Country** \_\_\_\_\_

**Home Phone** \_\_\_\_\_

**Home Phone** \_\_\_\_\_

**Work Phone** \_\_\_\_\_

**Work Phone** \_\_\_\_\_

**Fax** \_\_\_\_\_

**Fax** \_\_\_\_\_

**Email** \_\_\_\_\_

**Email** \_\_\_\_\_

**ADMINISTRATIVE**

**(1)** Have you submitted the second \$25.00 installment of the chartering fee to indicate your firm commitment to charter with Sweet Adelines International? \_\_\_\_\_

**(2)** Have you submitted the Choosing Your Chapter Name form to international headquarters? \_\_\_\_\_

**(3)** How many members are in your chorus? \_\_\_\_ **(4)** What percentage of members attend rehearsal regularly? \_\_\_\_\_ % **(5)** Is each member, who regularly attends your meetings, thoroughly familiar with the information contained in the *Step One* booklet? \_\_\_\_\_

**(6)** How often do you hold business meetings? \_\_\_\_\_ **(7)** Has anyone in the chorus attended any Sweet Adelines International functions? \_\_\_\_\_ If yes, please list when and where: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(8)** Have you been in contact with the mentor assigned to your chorus? **Yes** **No** Please list the name of the mentor: \_\_\_\_\_ Date of contact: \_\_\_\_\_

**Circle form of contact: letter, telephone, audio tape, video tape, visit, other**

**MUSICAL**

(9) How often and long does your chorus rehearse? \_\_\_\_\_

(10) How do you publicize chorus rehearsals? \_\_\_\_\_

(11) Is your chorus using the music supplied in The Steps Program as part of your repertoire? \_\_\_

(12) What songs have you learned? \_\_\_\_\_

(13) How many songs can you sing without music? \_\_\_\_\_ (14) How many singers are in each

section? \_\_\_\_\_ leads \_\_\_\_\_ tenors \_\_\_\_\_ baritones \_\_\_\_\_ basses (15) Has your chorus been

approved for public performance? \_\_\_\_\_ (16) Are any members participating in a quartet?

**DIRECTOR**

(17) Is the present director experienced in four-part harmony, barbershop style? \_\_\_\_\_

(18) Describe the director's experience in directing a barbershop chorus? \_\_\_\_\_

(19) Has the director attended a Sweet Adelines International workshop/seminar/competition?

When and where? \_\_\_\_\_

(20) What other musical experience does the director have? \_\_\_\_\_

**COMMENTS**



**LIST OF CURRENT MEMBERS (CONTINUED)**

**Name** **Address** **Daytime Phone**

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**Submitted by:** \_\_\_\_\_ **Date** \_\_\_\_\_  
Name Title

**Please submit with your second \$25.00 charter fee installment to:**  
Fax to 918-388-8083

MasterCard or Visa \_\_\_\_\_

Expiration Date \_\_\_\_\_

Name of Cardholder \_\_\_\_\_

OR you may mail with a check to:  
Sweet Adelines International, 9110 S. Toledo Ave., Tulsa, OK, 74137 USA