



# Registration Form

Directors and Visual Leaders Seminar is open to all directors, visual, and musical leaders. This includes associate/affiliate directors, section leaders, choreographers, etc.

## Registration includes\*:

- All seminar classes
- Lodging at four-diamond hotel, [Hyatt Regency Tulsa](#) from check-in on Thursday, July 25 to check-out on Sunday, July 28
- Opening reception on Thursday (cash bar available)
- Breakfast & lunch on Friday and Saturday
- Closing reception on Saturday (cash bar available)
- Admission to Rising Star Contest (Friday Evening) & the Diamond Division Contest (Saturday Evening)

\*Commuter Registration includes everything above excluding lodging.

## Optional Registration Add-On: Friday & Saturday Night Dinners

Don't stress about time, reservations or long wait times before contests start!

Dinner is available on Friday and Saturday night as an add-on purchase for all attendees, in addition to your event registration. Each meal includes a salad, entrée with sides and dessert. The price of each meal includes tax and service charge.

## IMPORTANT DATES AND DEADLINES

**January 16, 2024:** Registration Opens

**May 31, 2024:** Registration Closes

All registration forms must be received at Sweet Adelines headquarters office by May 31, 2024. Registration form including class selections along with full payment must be received at the time of registration. No registrations will be accepted after May 31, 2024.

## Cancellation Policy:

Registration fees will be refunded less a \$100 processing fee if notification of cancellation is received in writing prior to May 31, 2024. No refunds will be made for cancellations after May 31, 2024.

## CONTACT INFORMATION

Member Number (if applicable): \_\_\_\_\_ Name: \_\_\_\_\_

Badge Name (first name only): \_\_\_\_\_ Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Emergency Contact Information:

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

### I am a:

- Frontline Director
- Assistant Director
- Visual Leader
- Other

**Title:** (example: Director of \_\_\_\_\_ Chorus, Visual Leader, IFP, etc):

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### Registration Type: (All prices listed In USD)

- \$675 Shared Room (Two Beds)
- \$875 Single Room (One Bed)
- \$475 Commuter

### Optional Dinner Add-Ons: (You will not be able to add dinner selections on-site at the event.)

*\$50 Friday Night Dinner Buffet at Hotel (Includes: Salad, Entrée with sides, & Dessert)*

- Yes, I want to add Friday Night Dinner
- No, I do not want to add Friday Night Dinner

*\$50 Saturday Night Dinner Buffet at Hotel (Includes: Salad, Entrée with sides, & Dessert)*

- Yes, I want add Saturday Night Dinner
- No, I do not want to add Saturday Night Dinner

## PAYMENT INFORMATION

Check Payable to Sweet Adelines International

**Credit Card:**     Visa             MasterCard             Discover             American Express

**Card Number:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_ **Security Code (CVV):** \_\_\_\_\_

**Card Holder's Signature:** \_\_\_\_\_

### REQUIRED FOR VALID REGISTRATION:

- Registration Form
- Housing Form
- Payment
- Elective Selections
- Release of Claims

## HOUSING FORM

Name: \_\_\_\_\_ Member Number (if applicable): \_\_\_\_\_

Gender: \_\_\_\_\_

### Shared room registrations ONLY\*

Requested roommate name: \_\_\_\_\_

Requested roommate member number (if applicable): \_\_\_\_\_

### CHECK YOUR ARRIVAL DAY:

- Thursday, July 25
- Other Date (Events will contact you concerning extra fees that may apply. Additional nights pre or post event are based on availability.) \_\_\_\_\_

*Roommate requests are accepted until May 31, 2024. No housing requests will be accepted after this date.*

### Indicate any special dietary needs\*:

Gluten Free     Vegetarian     Vegan     Dairy Free     Other: \_\_\_\_\_

Please specify any severe allergies we should be made aware of: \_\_\_\_\_

\*Please email [events@sweetadelines.com](mailto:events@sweetadelines.com) should you require a special meal to accommodate a food allergy or special need, so that we can work with you and the venue to accommodate your request. Special meal requests due to a special dietary need or food allergy will be accepted by the Events Department until May 31, 2024. This will ensure the venue has ample time to accommodate special requests due to dietary needs. Any special dietary requests received after May 31, 2024 are not guaranteed.

Check any special needs that require our attention:

I will be using a scooter.

Other:

I will be using a wheelchair

\_\_\_\_\_

I need a handicap-accessible room  
(limited availability).

\_\_\_\_\_

## ELECTIVES

Please choose one elective for each session. Focus Areas are listed beside each class title. Class Descriptions are available on the DVLS webpage.

### Class Focus Key

- *DEI* = Diversity, Equity & Inclusion
- *E* = Elective
- *L* = Leadership
- *VL* = Visual
- *VS* = Vocal Skills

## FRIDAY

### SESSION 1 BREAKOUTS

- Singing in Various Styles Session 1 Ben Bram
- Lunch Session 1

### SESSION 2 BREAKOUTS

- Singing in Various Styles Session 2 Ben Bram
- Lunch Session 2

### SESSION 3 BREAKOUTS

- Fighting Blind Followership Erin Howden
- Seminar Chorus Experience Anne Downton

### Rising Star Quartet Contest

- Attending
- Not Attending

## SATURDAY

### SESSION 5 BREAKOUTS

- Igniting Positive Leadership: Music Team Leadership & Development**  
(L) Joan Boutilier
- Up, Up and Away: Raising the Performance Bar!** (V) Erin Howden
- The Vocal Mechanism: What It Is & How to Use it to Achieve Healthy Singing** (VS) Caitlin Castelino
- Me? A Director? Yes!** (E) Mary Rhea
- The Power of the Song Assessment Tool** (DEI) Thérèse Antonini

### SESSION 6 BREAKOUTS

- Re-Imagining Rehearsals** (L) Karen Breidert
- “The Voice” for Visual Leaders** (V) Caitlin Castelino
- Vowels & Diphthongs & Consonants: Oh My! (VS)** Anne Downton
- Assessing Your Performance** (E) Joan Boutilier
- Moving DE&I from “Imagine” to Reality**  
(DEI) Thérèse Antonini, Jamy Claire Archer, & Kathleen Hansen

### SESSION 7 BREAKOUTS

- You’ve Got To Reach ‘Em to Teach ‘Em** (L) Karen Breidert
- Let Your Body Sing!** (V) Erin Howden
- Tuning 101: Tuning or Intonation?** (VS) Anne Downton
- Imagine the Perfect Performance Package**  
(E) Mary Rhea & Caitlin Castelino
- The Power of the Song Assessment Tool** (DEI) Thérèse Antonini

### SESSION 8 BREAKOUTS

- The Competition Experience** (L) Karen Breidert
- Setting The Stage** (V) (Erin Howden)
- Body and Voice: The Physical Essence of Singing** (VS) Mary Rhea
- Singing with Heart** (E) Joan Boutilier
- Moving DE&I from “Imagine” to Reality**  
(DEI) Thérèse Antonini, Jamy Claire Archer Kathleen Hansen

### Diamond Division Quartet Contest

- Attending**
- Not Attending**

## RELEASE OF CLAIMS

I agree and acknowledge that I am participating in the SWEET ADELINES INTERNATIONAL 2024 Director's and Visual Leader's Seminar on my own accord. I give this acknowledgement freely and knowingly and I represent and warrant to you that I am physically and mentally fit and that, as a result, able to participate, and I do hereby assume responsibility for my own well-being.

I am fully aware that possible physical injury might occur to me as a result of my participation, and I agree to assume the full risk, including risk which is not specifically foreseeable, of any injuries, including death, damages or less regardless of severity, which I may sustain as a result of participating in any and all activities connected with or associated with the Event.

In consideration of the right to participate in the Event, I hereby waive any and all rights or claims I may have as a result of participation in the Event against SWEET ADELINES INTERNATIONAL, its directors, executives, employees, members, staff, and all individuals assisting in instructing and conducting these activities, and I hereby fully release and discharge them from any and all claims resulting from injuries, including death, damages, or loss, which may accrue to me or my heirs arising out of or in any way connected with my participation in the Event. I further agree to indemnify, defend, and hold harmless SWEET ADELINES INTERNATIONAL, its directors, executives, employees, members, staff, and all individuals assisting in instructing and conducting these activities from any and all claims resulting from injuries, including death, damages, or loss, which may accrue to me or my heirs arising out of or in any way connected with my participation in the Event.

I hereby understand that my attendance at this event grants permission to SWEET ADELINES INTERNATIONAL to use any photograph, video or other digital media in any and all SWEET ADELINES INTERNATIONAL publications and marketing efforts without payment or consideration.

In addition, by signing this release, I acknowledge the contagious and evolving nature of the novel Coronavirus (COVID-19), as well as other airborne illnesses and voluntarily assume the risk that I may be exposed to the viruses during 2024 Director's and Visual Leader's Seminar and become affected as a result. I voluntarily agree to assume risks and accept sole responsibility for any personal expense, liability, illness, injury, disability or death related to contracting COVID-19, as well as other airborne illnesses while attending 2024 Director's and Visual Leader's Seminar, and hereby release and agree to indemnify, defend and hold harmless SWEET ADELINES INTERNATIONAL from all claims of any kind arising from COVID-19, as well as other airborne illnesses.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Send registration forms and payment to:**

**Sweet Adelines International  
Events Department  
9110 S. Toledo Ave  
Tulsa, OK 74137  
Fax: 918-388-8063  
Phone: 800-622-SING (7464)**

*Registration is also available online via the Sweet Adelines Webpage.*