



### **Regional Order of Appearance Process**

1. OAPs (orders of appearance) are posted to the Sweet Adelines International website approximately 55 days prior to contest.
  - a. Since this is a Monday, staff conducts the actual draw on the previous Friday to give regional competition leaders the opportunity over the weekend to review the accuracy of the draw and to send staff any revisions.
2. Once revisions are made and confirmed by regional competition leaders, staff will send the OAP to our Marketing Department to post on our website and social media.
3. Staff will ask the regional competition leaders to confirm the accuracy of the OAP or send any edits no later than 9 AM Monday morning.
  - a. If staff does not receive an email response from the region, the OAP sent the previous Friday will be posted to our website and social media.
    - i. **PLEASE NOTE:** Any edits sent to Competition Staff after the Initial OAP has been posted will not be made until the Final OAP Draw.

### **REMINDERS:**

- Evaluation Only competitors are now intermingled into the OAP draw and therefore are no longer required to be drawn at the top of the order of appearance.
- Competitors may not switch from Open Division/Evaluation Only: Internationally Bound to International Division/Evaluation Only, or vice versa, after the FINAL order of appearance.
- Mic-testing quartets are only eligible to compete for Evaluation Only, Evaluation Only: Internationally Bound, or Open Division, and must compete last.
- No member of a mic-testing quartet may compete in the same contest in which they served as mic-tester.



## **Weekly Competitor Reports**

Weekly competitor reports are sent to regional competition leaders beginning one week after a region's contest entry opens. These reports contain entry form information filled out by all competitors registered in the chorus and quartet contests. They include the following information:

- Chorus/Quartet Name
- Director(s), President
- Quartet Personnel
- Chorus City/State/Province/Country
- Director/President/Primary Quartet Contact Information
- Contest Division
- Riser Selection (Choruses)
- Region
- Choruses: sharing a director/member directing another chorus in the same contest.
- Quartet: Mic-tester
- Appear first in the order of appearance

The following information will impact the outcome of the OAP draw:

- Riser selection
- Chorus sharing director/member directing another chorus in the same contest
- Host/Assistance Chorus
- Mic-Tester
- Appear first in OAP

### **A FEW NOTES:**

- If a chorus' location is incorrect, please direct them to our Membership Department to help them update their chorus' official location. The Competition Department cannot make that update.



- If any contact information for competitors is incorrect, those members should login to our database and update that information in their record.
- Please let your choruses and quartets know that if they have any personnel, location, or regional affiliation updates to make, now would be the time to make those updates. If there are any questions regarding those updates, please direct them to [member@sweetadelines.com](mailto:member@sweetadelines.com).