



HIGHBRIDGE VOICES

Inspiring excellence through music.



November 5, 2018

Dear Highbridge Voices Parents and Guardians:

Highbridge Voices Singers are invited to perform with the Distinguished Concerts Orchestra and Singers International at Carnegie Hall on **Sunday, November 18**. This is an honor and an exciting opportunity for our students to perform at such a historical place.

All Highbridge Voices Singers **MUST** attend the following rehearsals:

- Choir rehearsals at Ballroom, **Park Central Hotel** (870 7th Ave, New York, NY 10019)
Friday, Nov. 16- 12:45PM-5:30PM
Students must arrive at HBV by 10:45 AM **(No later than 11AM)**. Lunch will be provided.
Saturday, Nov. 17 - 8:15AM-12:30PM
Students must arrive at HBV by 6:45AM **(No later than 7AM)**. Breakfast and lunch will be provided.
- Students will travel to Manhattan by Subway for both rehearsals
- Choir rehearsal and performance at **Issac Stern Auditorium, Carnegie Hall**
Sunday, Nov. 18 at 5:45PM (Rehearsal), 8:30PM (Performance)
Students must arrive at HBV **by 3:30PM** to change into concert attire.

Would you like to attend the concert? You can purchase tickets at www.carnegiehall.com. Use DCC29867 code to get 50% discount to purchase tickets. The code is applicable to all sections of the hall.

Since they will **miss the school on Friday, November 16**, a letter has been provided to give to their school's attendance office.

Please contact us if you have any questions or concerns.

Sincerely,

Mary Clementi
Executive & Music Director

SunHee Lim
Associate Music Director



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November 5, 2018

Dear School Administrator,

My child, _____, will miss school on **Friday, November 16, 2018** due to the participation in *Music for the Holidays: The works of Randol Bass and Pepper Choplin* concert at **Carnegie Hall**. Please feel free to contact me, or you may contact Highbridge Voices at (718) 293-8759 if you have any questions or concerns.

Signed,

_____ (parent or guardian)

Highbridge Voices Corporation
Field Trip Waiver and Permission Agreement

In consideration of Highbridge Voices Corp permitting:

Student Name _____ (the Child) to participate in the trip to **DCINY rehearsals and performance** from November 16-18, 2018.

The undersigned hereby releases Highbridge Voices Corp, its respective directors, officers, and employees of and from any and all claims whatsoever arising or which may arise by reason of the Child's participation in the Field Trip including any claims due to personal injuries or illness excepting any such claim resulting from and/or arising out of the gross negligence of Highbridge Voices Corp, its respective directors, officers, or employees.

Should the Child suffer injury or illness while on the Field Trip, the undersigned hereby authorizes any representative of Highbridge Voices Corp, and in particular, any teacher accompanying the Child to authorize such medical attention for the Child as may be deemed appropriate by said representative of Highbridge Voices Corp in the circumstances. The undersigned agrees to bear the costs of all medical care and procedures required by the Child. The undersigned also agrees to maintain appropriate medical insurance coverage for the Child while on the Field Trip.

The undersigned hereby releases Highbridge Voices Corp., its respective directors, officers, and employees from any claim arising out of any medical treatment the Child may require.

The undersigned acknowledges that should the Child fail to keep and obey all rules and regulations prescribed by Highbridge Voices Corp, its respective directors, officers, and employees, while participating in the Field Trip, Highbridge Voices Corp may, in its sole and absolute discretion, terminate the Child's participation in the field Trip. The undersigned will be contacted in advance by the Executive Director to make necessary arrangements to ensure that the Child is properly supervised on the return trip home. Any additional costs incurred by reason of the termination of the Child's participation in the Field Trip and/or as a result of the Child being sent home will be the responsibility of the undersigned.

Please check the appropriate options, sign, and date.

_____ I have carefully read this Waiver and Permission Agreement and understand the terms and conditions of it and agree to be bound thereby. The Child has the undersigned's permission to participate in the Field Trip.

Signature of Parent or Guardian: _____ Date: _____

Please ensure that your child returns this form to Highbridge Voices by Nov. 12, 2018.

Music for the Holidays: The works of Randol Bass & Pepper Choplin

November 18, 2018 • 8:30 PM • Stern Auditorium, Carnegie Hall

ACT 2

Bass: Carols from a Victorian Fireside (World Premiere)

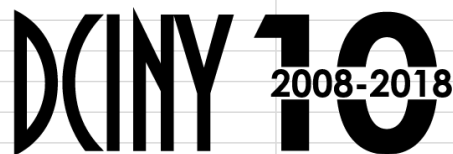
Bass: Symphony of Carols

Bass: Laus Nativitatis (World Premiere)

Bass: Gloria

Jonathan Griffith: DCINY Artistic Director & Principal Conductor

Randol Bass: DCINY Composer-in-Residence



Changing Lives through the Power of Performance

#DCINYHoliday

UPDATED: 10/30/18 15:17

Prepared for: Bass Chorus

Subject to Change

11/15 THURS: DIRECTOR ORIENTATION

DCINY Office

250 West 57th Street (6 Broadway)

Suite 1610, 16th Floor

New York, NY 10107

www.DCINY.org

11/16-17 SAT/SUN: CHORUS REHEARSALS

Park Central Hotel

Grand Ballroom, Below Lobby Level

870 7th Avenue (6 56th Street)

New York, NY 10019

www.ParkCentralNY.com

11/18 SUN: PERFORMANCE

Isaac Stern Auditorium, Carnegie Hall

Stage Door

161 West 56th Street (6 7th Avenue)

New York, NY 10019

www.carnegiehall.org

THURSDAY, NOVEMBER 15

DCINY Office

Directors Meeting

Director Orientation

5:30 PM - 6:30 PM

ALL Directors

This is a Mandatory Meeting for Directors ONLY

Please contact our Operations Department as soon as possible if this time conflicts with your travel plans.

If you are unable to attend, a representative must be sent in your place.

(212) 707-8566 x315 or email Operations@DCINY.org

FRIDAY, NOVEMBER 16

Park Central Hotel, Downstairs Ballroom

Chorus Rehearsal

See your director for your DCINY badge

Please wear at all rehearsals

Call Time: Bass Choir

12:45 PM

Chorus Rehearsal

- 5:30 PM END

SATURDAY, NOVEMBER 17

Park Central Hotel, Downstairs Ballroom

Chorus Rehearsal

Call Time: Bass Choir

8:15 AM

Chorus Rehearsal

- 12:30 PM END

SUNDAY, NOVEMBER 18

Isaac Stern Auditorium, Carnegie Hall

REH./CONCERT

Call Time: Bass Chorus

5:45 PM

General Rehearsal (Bass)

- 7:00 PM

CONCERT CALL TIMES

Bass Chorus

8:45 PM

CARNEGIE HALL CONCERT AT 8:30 PM

PERFORMER CHECKLIST

FOR DISTRIBUTION TO ALL PARTICIPANTS

MUSIC

Performers are responsible for the following:

PURCHASE OF MUSIC & EDITION

- All concert participants must purchase their music in the edition assigned and have all measures labeled numbered (if applicable) for the performance prior to their residency arrival. The edition of the work has been determined by the conductor and has been shared by DCINY.

FOLDERS

- Unless required to sing from memory, all performers are required to use of a black cover folder or binder to hold their score during performance. An imprinted name or emblem on the folder is acceptable. Performers will also bring a pencil to write with for all rehearsals.

REHEARSALS

- Attendance to all rehearsals is mandatory. Each performer is expected to have their assigned repertoire fully prepared prior to rehearsals. Punctuality is extremely important for rehearsal productivity, please adhere to call times.
- Rehearsal schedules list "call time," this is the time that you are to arrive at the designated venue. Call times have been assigned in order to assure that the rehearsal *downbeat* is on schedule, please arrive exactly at your call time. **Early entry may not be possible due to other rehearsals.**
- **No outside foods or drinks are permitted in any of the rehearsal venues** (this includes coffee, juice, soda, sandwiches etc.), however you may bring your own bottled water to rehearsal. Small prepackaged snacks for breaks are acceptable. Be mindful of potential allergies.
- Performers and VIPs will be provided a personalized security badge for use during the residency. DCINY will provide these badges to directors and/or group representatives. This badge must be worn at all times in order to gain access to DCINY events (rehearsal, sound check/hall entry, and reception).
- **The group director/representative is responsible for coordinating a time to meet with ensemble PRIOR to the first rehearsal in order to distribute security badges provided by DCINY to all Performers and VIPs. No one will be permitted into any DCINY event without their personalized security badge.**

CONCERT ATTIRE

Performers must adhere to the following guidelines (Unless alternate dress has been announced):

- Black tuxedo/suit with white tuxedo shirt or dress shirt, black bow tie (vest or cummerbund optional). Polished black dress shoes with black socks.
- Long, all-black concert attire with a moderate neckline. All sleeve lengths are acceptable.
- Skirt or dress should be floor, or ankle length.
- Black stockings or leggings must be worn.
- Pants should be dressy evening wear.
- Black dress shoes which are comfortable to stand in for a long period of time. (Heels no higher than 2.5 inches)
- No sneakers, or tennis shoes.
- Please accessorize conservatively and formally. Use soundless jewelry and limit jewelry selection. Do not wear anything too sparkly or that may reflect the stage lighting, as it can become distracting to other performers.
- Do not wear perfume or cologne and limit scented products out of respect for others with allergies, asthma etc. **Deodorant is highly encouraged.**

PHOTOGRAPHY & VIDEOGRAPHY

- Photography/videoography is permissible at the chorus rehearsals. Please photograph unobtrusively and without flash. We encourage you to share your photos and videos with us using #DCINY on social media.
- Photography at our concert venues is only permitted prior to the start of the general rehearsal/sound check, and it is **NOT** permitted during general rehearsal/sound check and performance.
- **There is NO VIDEOGRAPHY permitted by performers or audience in any of our concert venues due to their enforcement of copyright regulations and legal restrictions.** Offenders may be ejected and liable for damages and other lawful remedies.

BACKSTAGE AT THE CONCERT VENUE

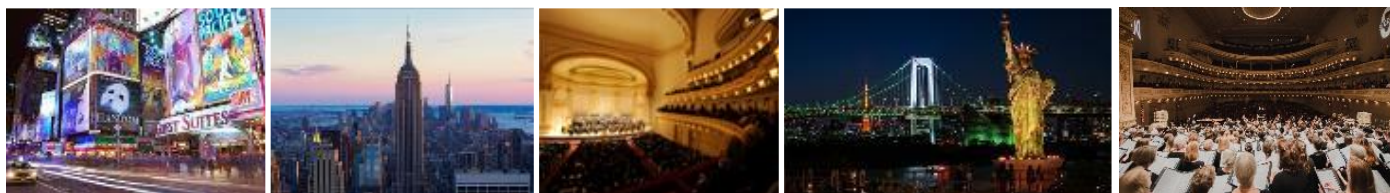
- There is limited seating backstage, so please leave seating available for those who truly need it.
- These rooms are shared by multiple performers participating in the concert and there is limited security. Additionally, there is no storage space backstage; coat racks will be provided for jackets only. No bags of any kind, this includes, but is not limited to purses, backpacks, clutches, etc. are allowed backstage on Concert Day. This applies for BOTH the Sound Check and the Performance.
- Do not leave valuables backstage. Concert Venues and DCINY are not responsible for the loss or damage of any personal property. This includes, but is not limited to purses, cell phones, wallets, etc.
- Due to limited space and time backstage, you may **NOT CHANGE CLOTHES** at the concert venue. Please arrive in concert dress for the performance.

GENERAL REHEARSAL (SOUND CHECK) AND PERFORMANCE

- Arrive at your assigned call time. Sound Checks are typically held in the performance venue with all participants. Due to venue policy, early entry is NOT permitted.
- Upon arrival at the hall for sound check, please line up immediately upon entry into the backstage space.
- It is advised that performer wear comfortable shoes, as you will be standing for long periods of time.
- Please only bring your music in your black folder onstage. Purses or bags of any kind are not permitted onstage. Water is NOT ALLOWED on stage, but is permitted backstage
- There are NO CHAIRS for the Sound Check or Performance unless special circumstances require. For persons with a valid medical or mobility issue, a chair will be provided during the Sound Check and Performance only with advance notice. This must be notated on the official attendee roster prior to arrival through your director or your main DCINY point of contact.
- **Performers who opt to sit will be placed in the front row and must remain seated throughout the entire Sound Check and Performance.**
- Do not wear perfume or cologne and limit scented products out of respect for others with allergies, asthma etc.
- Make sure to hydrate and eat healthy prior to arriving at sound check and concert performance.
- **Please refrain from applauding on stage (for example conductor entrances or bows) during the performance, unless indicated in your music.**

CONCERT TICKETS

- Single tickets for DCINY events are sold directly from the concert venue over the phone, online, and/or in person 90 days prior to the concert date. **Single ticket prices currently range from \$20 USD-\$100 USD.**
 - **Carnegie Hall:** Carnegiecharge - (212) 247-7800 | www.carnegiehall.org | Box Office: 881 57th street at Seventh Avenue
 - **Lincoln Center:** Centercharge - (212) 721-6500 | www.lincolncenter.org | Box Office: 10 Lincoln Center Plaza at 65th Street
- Single tickets may not be purchased in the VIP Patron seating area unless coordinated through a DCINY group ticket order.
- To find out if discount codes are available for your concert and/or to get details about group packages (9 or more people), contact BoxOffice@DCINY.org or (212) 707-8566 ext. 330



VIP PATRONS

- VIP Patron Packages include:
 - A concert ticket to the performance
 - An official patron badge allowing for stage door admittance to the concert venue, entrance to all rehearsals, and the post-concert reception. Without a formal patron badge, there will be no admittance to any of these events.
 - VIP Patrons may travel with their ensemble or make their own individual travel arrangements. VIP Patron participation is optional. Nonperformers are welcome to purchase concert tickets separately, however, admittance to rehearsals and the post-concert reception is not possible without a full VIP Patron registration.
- **Please note that there are limited number of VIP Patron Packages available.** VIP Patron packages are to be purchased **no later** than 14 days prior to the concert date.
- **Individual concert tickets cannot be upgraded to VIP Patron packages.**
- DCINY requires one chaperone (VIP or Non-VIP) over the age of 21 for every 10 singers attending that are under the age of 18.
- Chaperones/VIP Patrons are NOT needed backstage at the concert venue. VIP Patrons are invited to watch the sound check and will be escorted to the house by DCINY Production Staff.
- Most venues generally do not have a dress code for audience members. However, we encourage those attending the concert to make a special occasion of the concert experience.

POST-CONCERT RECEPTION

- Due to limited capacity of our reception venues, the reception is closed to the public. Participation in a DCINY post-concert reception is included in the concert registration fee for all registered Performers and VIPs. Guest Conductors, Soloists and other Special Guests will attend, along with members of the DCINY staff.
- The address of the reception venue is printed on each registered Performer and VIP Patron's DCINY badge, and DCINY Production Staff are available for directional assistance. New York City transportation (taxi, subway, bus) is available should anyone choose not to walk.
- **You must have your security badge to enter.**
- This is a two hour dinner where all registered performers and VIPs have an assigned seating area in order for them to enjoy their meal together. Once you are done eating, mingling with your fellow musicians is encouraged!
- We serve a full buffet style dinner that includes salad, a wide array of main courses, sides, desserts, soda, water, coffee and tea, and an open bar for those 21 and older (with wristband and ID). All food and drink is covered in registration, as well as tipping!
- The reception immediately follows the concert; all performers should proceed directly to the reception venue following the concert in concert attire.

ALUMNI BENEFITS

Following the performance you will receive an Alumni card which includes the following benefits:

- Upon signing a release with the concert venue, the director of participating groups with 10 or more will receive one Archival DVD of the performance which may NOT be broadcast or duplicated. The director or group facilitator will receive the Archival DVD several weeks after performance. Individual purchases of the Archival DVD are not available.
- Now that you've participated in a DCINY concert we will waive the audition requirement for future DCINY concerts. You will receive a significant discount applied to the DCINY registration fee if you return for a future DCINY concert.
- DCINY has made special authorized arrangements for an archival photographer to be present to take performance photos. If we are provided an email you will be sent a photo link 2-3 weeks after the performance allowing you to view and purchase concert photos.

DCINY CONTACT LIST

CONCERT OPERATIONS: OPERATIONS@DCINY.ORG; 212.707.8566

PRODUCTIONS: MS. TABITHA GLISTA-STEWART; PRODUCTIONS@DCINY.ORG; 212.707.8566 EXT. 303

MARKETING & PROMOTIONS: MRS. ANDREA NIEDERMAN; BOXOFFICE@DCINY.ORG; 212.707.8566 EXT. 307

SEE FULL LISTING OF THE DCINY TEAM AT WWW.DCINY.ORG