

THE CHICAGO INTERNATIONAL MUSIC FESTIVAL

at the
Chicago Symphony Center

E x p l o r e T h e W o r l d W i t h M u s i c

World Projects Corporation is proud to present

The 1st Annual Chicago International Music Festival Chicago Symphony Center

March 26 – March 30, 2011

Dear Director,

Thank you for considering the **Chicago International Music Festival** as your music performance tour in 2011. We know that you are looking for the best performance experience possible for your ensemble, and we strive to provide just that.

It is our mission to present young musicians with an experience that offers the opportunity for musical growth while creating lasting memories. To enhance this experience, the performance venue chosen for the festival is the prestigious Armour Stage at the Chicago Symphony Center in downtown Chicago – home to the Chicago Symphony Orchestra. Admission into the festival is based on audition only and is limited to four high school groups and two showcase university ensembles. We encourage groups of varying abilities to apply, as music education through live performance can be very beneficial to groups at various stages of development.

The **Chicago International Music Festival** will feature an outstanding faculty of music education professionals. Faculty of past World Projects events has included Dr. Lawrence Sutherland from California State University, Fresno; Felix Hauswirth, Youth Wind Ensemble of Baden Wurtemberg, Switzerland; Dr. Glenn Price, University of Calgary, Canada; Dr. Geoffrey Boers, University of Washington; Geoffrey Brand, London Wind Orchestra, United Kingdom; Weston Noble, Luther College; and Keith Allen, Birmingham Symphonic Winds, United Kingdom.

Festival activities will include attending a performance by the Chicago Symphony Orchestra (*season schedule permitting*) and group workshops with festival faculty. The festival culminates with ensemble performances at the Chicago Symphony Center.

We hope you will join us as we celebrate musical excellence in the unique atmosphere of Chicago. Please do not hesitate to contact us if we can be of further assistance in making this journey a reality for your group.

Sincerely,



Deborah Lee Gibbs
Chief Executive Officer
World Projects Corporation



2011 Chicago International Music Festival Schedule

(subject to change)

DAY ONE: Saturday, March 26, 2011 - ARRIVE INTO CHICAGO!

- Morning:** Groups arriving at one of the area airports will be met by a World Projects representative who will assist with loading the coaches. Transfer to the Renaissance Chicago Hotel (TBC). Groups arriving before the hotel's check-in time may choose to take a tour of the city this morning. Groups arriving by coach will be met at the hotel by a World Projects staff member, who will also assist with check-in.
- Afternoon:** Group arrivals. After checking in, groups will have free time to explore the Chicago area.
- Evening:** Dinner on your own.
The director will be required to attend the Director's Orientation Meeting in the hotel.
The rest of the evening is free!



DAY TWO: Sunday, March 27, 2011 - CHICAGO – Workshops

- Morning:** Breakfast on your own in the vicinity of the hotel. There are many delis, restaurants, and coffee shops in the area.
Enjoy a group workshop with a festival clinician at the hotel or nearby this morning or afternoon.
- Afternoon:** Lunch on your own and this afternoon will be free to enjoy Chicago. World Projects will be happy to arrange optional sightseeing activities and/or meals for your group (additional costs apply).
- Evening:** Dinner on your own. You will have free time to enjoy the many attractions that Chicago has to offer!



DAY THREE: Monday, March 28, 2011 – CHICAGO – Attend Symphony Concert

- Morning:** Breakfast on your own in the vicinity of the hotel.
Today will be free to enjoy Chicago. World Projects will be happy to arrange optional sightseeing activities and/or meals for your group (additional costs apply).
- Afternoon:** Lunch on your own, and this afternoon is free to enjoy Chicago.
- Evening:** Dinner is on your own.
This evening attend a concert presented by the Chicago Symphony Orchestra at the Symphony Center (TBC – subject to season scheduling).

DAY FOUR: Tuesday, March 29, 2011 - CHICAGO – Chicago Symphony Center Performances

- Morning:** Breakfast on your own in the vicinity of the hotel.
Enjoy Chicago on your own on this morning.
- Afternoon:** Lunch on your own. Meet in the lobby of the hotel in performance attire with instruments. Transfer to the Armour Stage, Chicago Symphony Center for your group sound check.
Afternoon Adjudicated Concert at the Chicago Symphony Center.
- Evening:** Dinner on your own in the area.
Arrive back at the Chicago Symphony Center for the Evening Showcase Concert! Following the concert is the Awards Ceremony.

DAY FIVE: Wednesday, March 30, 2011 - CHICAGO → HOME

- Morning:** Breakfast on your own in the vicinity of the hotel.
Most groups will be leaving Chicago today. If your schedule allows, try to fit in some last minute sightseeing, shopping, or dining.
Thank you for participating in the Chicago International Music Festival!



Organization

World Projects Corporation, located in Benicia, California, produces the Chicago International Music Festival. Guest conductors, clinicians, and festival staff are all of the highest quality and reputation.

World Projects Mission Statement

With music education as our priority, World Projects provides musicians with life changing performance opportunities and cultural exchange through travel.

Festival Facilities

The Chicago International Music Festival will utilize the Armour Stage, Chicago Symphony Center and the Renaissance Chicago Hotel (TBC).

Festival Accommodations:

Renaissance Chicago Hotel (TBC)

1 West Wacker Drive

Chicago, IL 60601

<http://www.marriott.com/hotels/travel/chisr-renaissance-chicago-hotel/>

Festival Adjudicated and Showcase Concert

The Chicago International Music Festival is open to bands, orchestras, and choirs. Each participating group will have the opportunity to perform on the Armour Stage in the Chicago Symphony Center. Adjudicated groups will be allowed 20 minutes of on-stage performance time. The university showcase ensembles will be given 45 minutes of performance time. Each ensemble must submit three copies of original scores for each piece of music being adjudicated. Our esteemed panel of educators will adjudicate your performance and provide written critiques which will be given to the director at the conclusion of the concert. All groups are asked to attend the entire evening concert.

Festival Awards

Based on the performance level as perceived by the adjudication panel, each adjudicated group will receive a Gold, Silver, or Bronze award. There is no limit to the number of Gold, Silver, or Bronze awards. Each performing artist will receive a Certificate of Participation.

Full Ensemble Workshop

Each ensemble will receive one (1) 60 minute workshop from our guest adjudicators/educators using a private rehearsal format. Generally, these sessions use your group's festival music.

Other Performance Opportunities

World Projects can arrange additional performances for your ensemble while in Chicago such as at Navy Pier, Millennium Stage or local high school exchanges (*subject to dates and availability – additional costs will apply*).

Chicago Symphony Orchestra Concert

All participants of the Festival will attend a concert presented by the Chicago Symphony Orchestra at Symphony Center. The 2011 season schedule has not been released by the Chicago Symphony Orchestra and is subject to the final schedule.

Limited Participation

In order to ensure a quality experience, the Festival is limited to a maximum of four high school groups and two university showcase ensembles. Ensembles that are denied entry based on available festival capacity in 2011 will be given first preference to attend the 2012 event (*unless an organization is denied entry based on its audition submission*). Once accepted, space for an ensemble can only be guaranteed upon receipt of the non-refundable deposit (*see Payment and Cancellation Schedule*).

Length of Stay

To ensure that students receive the maximum educational experience and benefit from the festival, all participating ensembles are expected to arrive in Chicago in time for the Festival Directors' Orientation Meeting and remain until departure day. Please refer to the schedule. Extra days in Chicago can be arranged for your group either before or after the Festival.

Sightseeing Activities

Ample time is provided in the Festival schedule to enjoy sightseeing opportunities and sample the cuisine of a variety of Chicago's many fine restaurants. World Projects can assist you with these arrangements (additional costs apply).

Directors' Orientation Meeting

On the first evening, there will be a Directors' Orientation Meeting. This meeting allows the director to meet the Festival staff, who will be distributing materials and information to each group as well as answering any last minute Festival questions. If a director is unable to attend this meeting, please send a representative from the group.

Chaperones

The Festival hotel requests all youth groups in attendance to have a minimum of one adult chaperone for every fifteen students. Please contact your World Projects representative for more information. Chaperones must stay in the same hotel as the students, taking a participant package as part of the group arrangement. Please check your school's chaperone requirements as well.

Air Travel Arrangements

World Projects can arrange group air travel to and from the Chicago International Music Festival at competitive market rates. For round-trip air travel from your area to Chicago, contact the World Projects office toll free at (800) 922-3976 or email saul-charlesworth@world-projects.com.

Added Value

Each participant will receive a DVD video of your entire trip. Create A Video will provide a digital camera or memory card for each group to use prior to and during the trip to Chicago. These digital images will be used to create a DVD slide presentation using your festival music as background. This is a unique way for every member of the group to have a lasting memento of their trip. Sample presentations can be viewed at www.createavideo.com/schooltrip.

Additional Information

- ◆ Please note that walking to and from Festival venues may be required.
- ◆ Weather in Chicago during spring can be unpredictable. Please plan for warm and cold weather and be sure to check the forecasts prior to departure.
- ◆ Photography is allowed inside Chicago Symphony Center during sound checks/rehearsals only.
- ◆ All types of recording are strictly prohibited inside Chicago Symphony Center.

Director's Information Packet

A Director's Information Packet will be mailed to all accepted and deposited groups. This packet will contain more detailed information regarding the Festival, as well as forms to be completed by each group and returned to *World Projects* headquarters.

Festival Application Procedure

Send a completed application form (*attached*) and a recent CD, DVD, audio, or videotape that is representative of your performance level and anticipated Festival repertoire to: Chicago International Music Festival, 601 First Street / Suite 200, Benicia, CA 94510.

The application deadline for the 2011 festival is November 1, 2010; however, early application is strongly encouraged. Each ensemble accepted for participation will be required to submit a US \$2,000.00 non-refundable deposit in order to hold space in the festival and which will be applied to the final group invoice. Ensembles will be admitted based on their audition submission and on a space available basis until the festival is full. An ensemble may be accepted into the festival after the application deadline if space is available.

Festival Participation Agreement

Once your group deposit has been received, World Projects will require the group leader to sign a Group Festival Agreement which will outline terms and conditions including package costs, inclusions/exclusions and the payment & cancellation schedule.

Package Inclusions

- ◆ One gratis ground package for your staff for every 20 paid participants (*based on double occupancy*)
- ◆ Four nights accommodation at the Renaissance Chicago Hotel (TBC)
- ◆ Hotel taxes and portage
- ◆ Airport transfers for group and baggage in Chicago
- ◆ One (1) 60 minute ensemble workshop with festival clinician at the hotel or similar
- ◆ Festival performance and written critiques at the Armour Stage, Chicago Symphony Center
- ◆ One (1) Festival performance CD for director, Chicago Symphony Center house system
- ◆ Large percussion as per the Director's Packet
- ◆ Tickets to a concert at the Chicago Symphony Center (*TBC – subject to season scheduling*)
- ◆ Official Festival t-shirt
- ◆ Official Festival souvenir program
- ◆ Festival registration fees
- ◆ Access to all Festival concerts and events
- ◆ Certificate of Participation for each performing artist
- ◆ Award plaque
- ◆ DVD slide show of your trip for each participant
- ◆ Artist pass lanyard
- ◆ Director's Packet

Package Exclusions

- ◆ Airfare (*available through World Projects—see Air Travel Arrangements*)
- ◆ Meals
- ◆ Items of a personal nature (*laundry, room service, internet connection etc.*)
- ◆ Additional sightseeing excursions (*World Projects can arrange a variety of Chicago sightseeing activities which are presented as Optional Sightseeing Activities in the Director's Packet*)
- ◆ Group transfers to non-festival events

Payment and Cancellation Schedule

Date	Payment / Type	Cancellation / Refund
Upon Acceptance	US \$2,000.00 deposit per group	Non-refundable, credited to final payment
November 1, 2010	US \$350 per person	50% refundable to December 15, 2010
February 1, 2011	Balance in Full	50% refundable to February 15, 2011

FESTIVAL FREQUENTLY ASKED QUESTIONS

1. Do chaperones / adults / non-performing travelers have to pay the same package costs as the performers?

Yes. In order to keep the cost of participating in the Festival affordable for as many students as possible, World Projects presents a blanket package cost. Creating a reduced rate for non-performers would increase the performer costs significantly, and thus we maintain one cost for all travelers.

2. Does the package cost cover any type of Travel or Medical Insurance?

No. Travel and Medical Insurance is not included as there are specific and varied types of coverage available depending on your individual needs. Travel, Medical, and Trip Cancellation insurance can be arranged through World Projects upon request at an additional cost.

3. Does World Projects have any type of Liability Insurance?

Yes. According to California State Law, World Projects is required to hold \$3 million Travel Agents Professional Liability Insurance Coverage. This is not a form of Travel, Medical, or Trip Cancellation Insurance for groups—rather a form of insurance coverage for World Projects.

Upon request, World Projects can list your school and/or school district as a ‘co-insured’. A customized Certificate of Liability will then be produced showing your school and/or school district as a co-insured for the event you are attending. For further detailed information, World Projects can provide a copy of the Liability Policy upon request.

4. In the event that my child cannot attend the Festival after making payments, what is the refund policy?

World Projects has put in place a generous cancellation schedule, which can be found in this prospectus. This schedule outlines the percentage of payments made that are refundable and until when. All cancellation charges (if any apply) will be represented on your group’s final invoice.

When cancellations occur, our first recommendation is that a replacement is found to take the cancelled traveler’s spot on the tour. That way, all finances can be dealt with internally at the school or organization, and cancellation fees need not be assessed (unless air transportation is involved).

World Projects does, however, acknowledge that unforeseen circumstances do arise and will be reviewed on a case-by-case basis. In the event of a death in the family or illness/injury that prevents travel (as examples), World Projects will review what monies can be recovered from outside vendors (such as airlines, hotels, etc.). These vendors establish their own cancellation schedules, which World Projects must adhere to.

5. When do I need to submit rooming lists, repertoire, and other information about my group?

About six months out from the event (or after this date for late applicants), World Projects will send you a Director’s Packet. Included in this packet are a number of forms we have created to make submitting necessary information to us as simple as possible. World Projects customizes each Director’s Packet so only the forms that apply to your group are included. We ask that these forms be returned to us approximately 3-4 months out of an event, allowing us enough time to make all of the arrangements for your festival experience. We do understand that changes may occur after information is submitted and will try to accommodate changes when possible.

6. I want all of my students to be in quad rooms; however, after putting together my rooming list I've discovered I have an odd number of students left over. Can they stay in a triple, double, or single room at the quad rate?

World Projects has created four different packages based on the different rooming configurations. Unfortunately, in this type of forced rooming situation, World Projects cannot make concessions for the package rates. What we recommend is that the additional cost of these packages compared to the quad rate be prorated among the paying travelers. This generally works out to be a very small additional cost per person.

7. Can World Projects organize any sightseeing activities or meals for my group outside of the Festival package? Can we arrange sightseeing ourselves?

Yes. World Projects will supply you with an 'Optional Sightseeing Activities' form in the Director's Packet. This form will include a number of popular sightseeing activities in the Festival city and the additional costs. Once you have selected the activities you wish to enjoy, World Projects will arrange these tours for your group around your Festival commitments.

Should you wish to partake in a sightseeing activity not listed on the form, World Projects will research costs and present these to you. All additional costs for optional sightseeing activities will be represented on your group's final invoice.

You are also welcome to make your own sightseeing arrangements for your group or for individual travelers. However, World Projects does request that we are informed of the date and times of your group sightseeing activities to ensure that there are no conflicts with your Festival commitments.

8. Can World Projects arrange air travel for my group? If so, how does this work?

World Projects will be able to provide competitive quotes and prompt service to all of our clients requesting air costs.

World Projects will make all of the initial inquiries on your behalf, and should you decide to take any of the quotes offered, we will act as your representative on all aspects of your air transportation including the names list, equipment list, etc. World Projects will invoice you separately for airfare related costs.

9. Can you explain the invoicing process to me in further detail?

Upon acceptance, each performing group will be invoiced for the \$2,000 nonrefundable deposit which secures your position in the Festival.

The next payment request is a per person progress payment. World Projects will invoice you for the total number of travelers indicated in recent correspondence or on your Festival application form. This total number of travelers invoiced will include any applicable gratis travelers. The value amount of a gratis package (the cost of a double occupancy package) will be credited to your final invoice.

The Final Invoice will show a detailed breakdown of all costs associated with your tour (including the rooming summary, any optional sightseeing or meals, and any applicable cancellation charges). Your final balance due will be based on these calculations. Any additions to your tour after the final invoice has been created and sent will be billed on a Supplemental Invoice.

10. Can World Projects organize additional equipment for our group to use during the Festival (i.e. string bass, additional percussion, etc.)?

Depending on the availability of the instrument(s) requested, World Projects can arrange the rental of extra instruments not provided by the Festival at an additional cost. In some cases, there may be other ensembles that are also in need of the same additional equipment. In this instance, World Projects can often split the additional equipment cost between ensembles. Please contact the Festival Operations Manager with your requests as early as possible.

11. At what point can we expect a personalized itinerary for our time during the Festival?

The itinerary shown in the Prospectus acts as a guide for what you can expect during the event. After your progress payment has been received, World Projects will send you a draft individual schedule, which will give you a better idea of your group's movements during the event.

From this point on, the Festival Operations Manager will continue to update your group's schedule with new information such as exact performance, workshop, and meal times, venues, etc. Before you depart for the Festival, you will have a FINAL itinerary for your time during the event.

CHICAGO INTERNATIONAL MUSIC FESTIVAL

Official Application Form

NOTE: Applications close on November 1, 2010 or when the Festival is full.

Please circle the type of ensemble applying to participate
(a separate application form must be submitted for each ensemble applying):

Wind Ensemble	Symphonic Band	Concert Band	String Orchestra
Symphony Orchestra	Chamber Orchestra	Concert/Mixed Choir	A Capella/ Madrigal Choir
	Women's Choir	Men's Choir	

Please indicate the year your group wishes to participate: 2011 2012

Name of School/Organization: _____

Name of Ensemble: _____

Name of Director (with title): _____

Address of Ensemble: _____ City: _____

State or Province: _____ Postal Code: _____ Country: _____

Telephone: _____ Facsimile: _____ E-mail: _____

Number of Participants

Performers in Ensemble: _____

Directors: _____

Staff: _____

Administrators: _____

Chaperones: _____

Total Number of Participants: _____

Previous festivals and tours attended by group: _____

Recent repertoire: _____

Please send the following items with this application:

- 1. Recent CD, DVD, audio or videotape (VHS-NTSC format)**
- 2. Any copies of previous adjudication or judging forms (if available) OR a current repertoire list.**

If accepted, a non-refundable deposit of US \$2,000.00 per group made payable to WORLD PROJECTS is required to hold space in the Festival.

Signatures: _____

Group Director

Date: _____

School Principal or Group Administrator

Date: _____

Please return this form and all materials to:

World Projects



Explore The World With Music

Chicago International Music Festival
World Projects
601 First Street / Suite 200
Benicia, CA 94510