



**2025 Convention & Competition
Nugget Casino & Resort
1100 Nugget Avenue
Sparks, Nevada**

Bulletin #1

Message from

Karen Fish

Chair of the Regional Covention (CRC) & Region 12 Events Coordinator (EVC)

Mary Dean Heil

Howdy lovely ladies!
We hope that your holidays were magical with lots of family, friends and fun! Now that the new year has arrived we are heading full steam into our 2025 contest season.

This is the 1st of 3 bulletins you will need to start planning for contest. Please be sure to read each section as they all give important detailed information.

We would like to thank the Regional Convention Steering Committee (RCSC). These ladies have already been hard at work behind the scenes preparing contest. Without all of these dedicated women we would not have a contest. Thank you, ladies for all you do.

Cheers to a wonderful 2025 contest season!

**Message from
Joanna Davis
Competition Coordinator**

I always love contest season! I love the rehearsals, the coaching sessions, the costumes ... but I especially love working to make this the best contest ever! This year the Competition Coordinator team is exactly the same as last year! I am your 2025 Competition Coordinator and Kim Machek and Desiree Hughart will be my assistants. If you see any communication from any of us, please read and take action, if necessary. We really appreciate your quick responses!! I know this part of this bulletin is long, but it contains a bunch of administrivia that I hope you will find useful. I encourage you to read this section completely!

Our setup will almost be exactly as it was last year. Our videographer will again be John Dietrich and Audio/Visual technicians, who are contracted through the Nugget, will be JamPro. The Events Coordinator is looking to replace the photographer, so look to future bulletins for that information.

Sweet Adelines, International Headquarters (IHQ) has made some changes to the structure/rules of contest. The big changes include: 1) changing the number of singing members it takes to make a chorus eligible for A and AA Division awards; and 2) there is a new contest division that allows choruses and quartets, that have qualified for the next international contest, to present their Finals Package and receive level scores and feedback from the judges. See below for more information on those and other changes/reminders from International. If you have any questions or concerns, please feel free to contact me!

In harmony,

Joanna Davis

Competition Coordinator, Region 12

Email: 1983mjdavis@gmail.com

Home Phone: (408) 227-7461

Cell Phone: (408) 550-5980

Please Read the [Competition Handbook](#)

When and Where is the Contest?

Region 12's next convention and competition will be held on May 1-4, 2025 at the Nugget Casino and Resort located at 1100 Nugget Ave Sparks, NV 89431. The Nugget Ballroom on the 2nd floor of the casino will be the room where the actual contest is held.

How Do I Register My Group for Contest?

Sweet Adelines, International Headquarters (IHQ) will open registration for Region 12 on **January 17, 2025**. I will notify all choruses and registered quartets in the Region that registration is open once we have confirmed that it is, indeed, open.

Although, you cannot yet register, here are links to pages and forms that may be of interest to you:

- [Regional Quartet Portal](#)
- [Regional Chorus Portal](#)
- [How to Register Your Chorus for Competition Online](#)
- [Chorus Entry Form](#)
- [How to Register Your Quartet for Competition Online](#)
- [Quartet Entry Form](#)

Note: You must first log in as a member before attempting to access these pages.

These links will also be located on [Region 12's website](#), under the [Convention 2025](#) tab on the main page (you do not need to log in as a member to access).

What are the Dates and Deadlines for Registering?

01/17/2025	Competition Packets are available
03/03/2025	Quartet Entry Deadline (\$125 fee)
03/18/2025	Quartet Late Entry Deadline (\$100 additional fee = \$225 total fee)
03/04/2025	Chorus Entry Deadline (\$200 fee)
03/19/2025	Chorus Late Entry Deadline (\$100 additional fee = \$300 total fee)
03/10/2025	Drawing for Order of Appearance
05/02/2025	Quartet Contest
05/03/2025	Chorus Contest

What's a Division?

A Chorus or Quartet may choose to compete in **one** of **FOUR** divisions, one of which is new this year! The following describes each division:

1. Evaluation Only

- Sing two competition songs or medleys
 - It is NOT a qualifier for any of the competitions at the international convention
 - Performance should be not less than three (3) minutes and not more than seven (7) minutes in length
 - Will receive written score sheets with level scores only
 - Not eligible for medals or placement
 - Not eligible for Audience Choice Award
2. Evaluation: Internationally Bound
- Only choruses competing in the next International Convention (2025) and quartets who placed 2nd-15th place in the previous year's International Convention (2024) are eligible to compete in this division
 - Sing a performance package consisting of the following:
 - i. One competition song
 - ii. Emcee work
 - iii. At least one non-competition song
 - Performance is limited to fifteen (15) minutes
 - Will receive written score sheets with level scores only. Levels will not be published
 - Competitors in this division are held to the same penalties as Open Division Competitors
 - Competitors must obtain approval from the RCSC in order to compete. Email the CRC, Karen Fish (muzcalfish12@gmail.com), with the request. Please note: The region may deny Evaluation Only: Internationally Bound Division competitors participating in the contest if the longer performance presents a hardship to the region.
3. Open Division
- Sing one competition song or medley and at least one other song or medley
 - It is NOT a qualifier for any of the competitions at the international convention
 - Performance should not exceed ten (10) minutes in length
 - The performance should be presented in an entertainment package with emcee material
 - Will receive written scores sheets with level scores only
 - Not eligible for medals or placement
 - Eligible for Audience Choice Award
4. International Division
- Must be performed onstage during a live event
 - Sing two competition songs or medleys
 - Serves as a qualifier for International Semifinals and Harmony Classic competitions

- Performance should not be less than three (3) minutes and not more than seven (7) minutes in length
- Will receive written score sheets with number scores
- Not eligible for Audience Choice Award

Is There Any Other Way to Perform for Evaluation or Open Division?

Yes, any quartet or chorus, including prospective choruses and current champion quartets and choruses, may submit a video recording for Evaluation Only or Open Division by marking the appropriate box on the entry form submitted to the Competition Department at IHQ.

Things to note:

- The official panel evaluates the recordings prior to each regional competition.
- Submitting a video recording does not fulfill the requirement of choruses to compete every three years in order to maintain their charter
- The chorus or quartet will not be eligible for any prizes or awards
- The chorus or quartet submitting a video recording may not perform on the regional contest stage for evaluation or placement in the same year

See Section VI: Video Evaluation Guidelines in the [Competition Handbook](#).

How Does International Decide the Order of Appearance?

The Competition Department at IHQ will conduct the drawing for Order of Appearance on 03/10/2025. For complete details on how the draw occurs, review the [Competition Handbook](#).

Here are the basic rules:

- For each contest session the Evaluation Only and Evaluation: Internationally Bound registrations are separated and drawn first.
- All other registrations are drawn randomly after that.
- Any contestant that indicated on their registration form that they wish to perform first will be handled separately and inserted in the beginning of their chosen division.
- Once the draw has occurred, any late entry will be placed at the beginning of their division after contestants who opted to sing first.

The Order of Appearance will be sent to the Region and posted on Sweet Adelines website. The Region will post the Preliminary Order of Appearance shortly after it is received. The Final Order of Appearance, that will include any corrections and late entries, will be posted approximately 15 days later.

What is the Schedule for the Weekend?

The following schedule is **preliminary** and will likely change after the final Order of Appearance has been published. So please read all future bulletins and communications!

Thursday, May 1

- Quartet & Chorus Check-in/Meet & Greet - 5:30 pm – 6:00 pm
- Quartet & Chorus Combined Briefing - 6:00 pm – 7:00 pm
- Quartet & Chorus Traffic Pattern Walk-Thru - 7:00 pm – 7:30 pm

Friday, May 2

- Sound Check Chorus Warm-up - 8:45 am – 9:00 am
- Official Inspection/Chorus Sound Check - 9:00 am
- Official Inspection/Quartet Sound Check - Immediately following Chorus Sound Check
- Quartet Walk-Ons - 11:30 am
- Quartet Competition - 2:00 pm

Saturday, May 3

- Chorus Competition - 1:00 pm

What Will the Stage Look Like?

We will be using the same stage as last year. The stage is 60' wide by 40' deep by 36" high. It is built of 4'x 8' carpeted platforms supplied by the Nugget Hotel and Casino. The stage will be surrounded with rails for safety and black pipe and drape. On stage left, there will be a 4' wide, ADA compliant, ramp that will be used for all competitors to enter and exit the stage. The ramp will have non-skid runner to assist members walking up the ramp. On stage right, there will be a set of stairs with handrails. These stairs will only be used with permission from the Competition Coordinator.

For the quartet contest, there will be five folding sections that will form a backdrop for the quartet (same as in the past several years). Two sections will be on stage right and two sections will be on stage left and there will be a middle section. This set up will allow quartets to enter either from stage left or from the center.

For the chorus contest, there will be nine sets of 6' 3-step risers with the 6' back step. The middle riser section will be inverted. The outermost tips of the risers will be 12' from the edge of the stage. The measurement from the edge of the stage to the middle of the first riser row will be approximately 20'. An off-white choral shell will be placed behind the risers.

Additional black pipe and drape will be used to make entrances and hide the backstage area. The stage will not have a curtain.

For a visual picture of what was described above, see the [Stage Diagram](#) on [Region 12's website](#), under the [Convention 2025](#) tab.

What about Lights and Sound?

Quality theatrical sound and lighting will be provided.

For the quartet contest, two small diaphragm cardioid condenser microphones will be positioned as directed by IHQ.

If approved by the Panel Chair, there will be stage monitors.

Chorus microphones will be flown overhead.

Lighting will come from a truss hanging above the stage. There will be lights between the risers and the shell so that all chorus members are equally lighted. The Audio/Visual technicians will adhere to the requirements set by IHQ.

Open Division Competitors can use up to three microphones; center stage microphone, stage-right microphone, and/or stage-left microphone. The microphones will be set-up as listed on the Open Division Cue Sheet, which is due to the Competition Coordinator team 30 days prior to contest.

Depending on the number of attendees at the event, it is possible that there will be speakers half-way to the back of the ballroom to amplify the sound coming from the stage. These speakers must not interfere with the Judges, who are to hear only unamplified sound. The Panel Chair has the final say during the Official Inspection whether these speakers will be used or not. Once the sound has been approved by the Panel Chair, no changes can be made.

Will the Audience be Able to See the Competitors?

As in past years, there will be two large Jumbotron screens positioned at either side of the stage. The audience, wherever they are seated, will have a wonderful close-up view!!

Do We Have to Worry About Copyright Clearance?

Yes, it is up to the competitors to obtain the appropriate licenses for their songs. When you register to participate in the competition, there is language on the registration form that pertains to licensing and copyright.

IHQ is responsible for administering the copyright policies and procedures. There are 2 documents on IHQ website that can provide more information on Copyrights: 1) [Copyright Matters](#); and 2) [Copyright and Licensing](#). If you have questions regarding copyright policies and procedures, please contact [Music Services](#).

Can We Sing a Song with Parody Lyrics?

Yes, but you must get permission from the owner of the copyright holder(s) and get clearance from IHQ. See the documents on Copyright listed above. You must also submit your parody lyrics for approval. See the links at the bottom of this section regarding the Song Assessment Tool.

Note: You will need to submit the parody lyrics and the email that you receive from IHQ approving the parody lyrics to the CC Team prior to the briefing. More information on sending the lyrics will come later.

Can My Friends and Family at Home See Us Perform?

Absolutely!!! Our webcast team will be set to provide a top-notch live broadcast from Sparks, Nevada directly to your loved one's most favorite video device! More details to come in future bulletins – so be on the lookout!

Will Photographs Be Taken?

Yes! We are currently looking for a new Photographer, but the process will be the same. The photographer will take all quartet photos at the beginning of the pattern in a quartet photo room. Chorus photos will be taken on stage at the end of the chorus' performance. More information will be sent to competitors after the Final Order of Appearance has been published.

Will Video Recordings Be Made Available to the Competitor?

Yes, you will have the opportunity to purchase a flash drive that will contain only your quartet or chorus performance. You will pay for the flash drive at the briefing. If a competing group does not purchase a flash drive, per IHQ's requirements, that group will receive an audio-only file of their performance, free of charge, sometime in the weeks following contest.

Note: **There will be NO post competition sales of your performance video.**

I Use a Mobility Device, Can I Still Perform?

Absolutely, you can perform! Whether you wish to take your mobility device on stage with you or park it close to the bottom of the ramp or something in between, the Competition Coordinator team will work with you to make sure you get your moment in the spotlight. At a later date, we'll ask for more detail about people who will need to use mobility devices! Also, the hotel will rent scooters, wheelchairs, or other devices – look for another article in this bulletin or the next one from the Housing Coordinator regarding how to rent a mobility device!

Do I need to tell IHQ that my group has ...

- Changed Personnel?
- Changed Locations?
- Regional Affiliation Updates to Make?

The answer is YES! If you take care of these little details now, my team will not have as much work to do when we confirm your registration! It would be very much appreciated!

I Sing in More Than 1 Chorus, Can I Perform with All My Choruses?

Yes, the Competition Coordinator team will work with all Dual Chorus members to make sure they can change their costumes and get back into the pattern in time to take the stage with their alternate chorus(es). There will be a Dual Member Changing area just off stage on stage-right. Most dual members will find that they have plenty of time to get off stage, change, and get back into the pattern. Occasionally, there will be some very quick turn arounds and we'll work with you to make it happen.

After the Final Order of Appearance has been published, an email will be sent out to Team Leaders and Directors asking if they have any dual members and which choruses they dual with. So, if you are a competing dual member, let your team leader and director know – make their job easy!

Are There Any Rules from International That I Should Know?

There has been a change on how choruses qualify for Division A and AA awards. Below is a table showing the number of singers required in 2024 versus the new requirement in 2025.

	2024 Division A	2024 Division AA	2025 Division A	2025 Division AA
# of Members on stage not including director	12-30 members	31-60 members	12-25 members	26-50 members
All Choruses with 51 or more singers will be considered large choruses				

Quartets planning on competing in the 2025 Quartet Contest must register with IHQ by **January 15, 2025**, otherwise an additional registration fee will be assessed.

Review the Competition Eligibility Requirements to ensure your chorus or quartet are eligible to compete in Region 12:

[Chorus Competition Eligibility Requirements](#)

[Quartet Competition Eligibility Requirements](#)

All the rules for competing can be found in the [Competition Handbook](#). All competitors are encouraged to read this document prior to registering to compete. Also, there is some great information in the following documents:

- [Competitor Information for Regional Quartet Contests](#)
- [Competitor Information for Regional Chorus Contests](#)

Song Evaluation Database

All songs that are sung in any Sweet Adelines International contest must have received an "Admissible" rating prior to its performance. Parody lyrics must also be approved. The original arrangement of the song must be admissible before the parody lyrics can be approved.

For more information on song assessment, visit the [Song Assessment Tool](#) page or use the links below:

- [Song Evaluation Database](#) (password: \$ing2023)
- Review the [Guide to Columns and Navigation/Search](#)
- Review the [Questions in the SAT Form](#)
- Watch the [Preparing SAT Submissions Instructional Video](#)
- Watch the [SAT Submission Tutorial](#)
- [Fill Out the Song Assessment Tool Submission Form](#)
- [Frequently Asked Questions](#)

Further questions can be directed to: songassessment@sweetadelines.com

Where Can I Get More Information?

Here is a summary of most of the links found in this document for your convenience (you may need to be logged in as a member to be able to get to these pages):

- [Competitor Information for Regional Quartet Contests](#)
- [Competitor Information for Regional Chorus Contests](#)
- [Song Assessment Tool](#)
- [Song Evaluation Database](#) (password: \$ing2023)
- [Competition Handbook](#)
- [Stage Diagram](#)
- [Chorus Competition Eligibility Requirements](#)
- [Quartet Competition Eligibility Requirements](#)
- [Regional Quartet Portal](#)
- [Regional Chorus Portal](#)
- [How to Register Your Chorus for Competition Online](#)
- [Chorus Entry Form](#)
- [How to Register Your Quartet for Competition Online](#)
- [Quartet Entry Form](#)
- [Copyright Matters](#)
- [Copyright and Licensing](#)

Message from Dana Gervais

Official Panel Liaison (OPL)

Our Official Panel this year will be:

Kim Vaughn – Sound

Kay Bromert – Music

Vickie Maybury – Expression (Chair)

Tori Postma – Visual Communication

**Message from
Suzanne Olsen
Housing Coordinator**

We will once again be at the Nugget Casino Resort
1100 Nugget Avenue, Sparks, Nevada
You can make reservations online by using the following link

<https://nuggetcasinoresort.book.pegasus.com/promo?propertyCode=NCR&offerCode=GSAD125>

Or by calling 833-577-4426

If you call them be sure to tell them you are with Sweet Adelines. Booking Code GSAD125
Reservations may be made anytime now until March 29th.

For a standard single or two queen bed room
Room Rates for Sunday - Thursday are \$89. Friday – Saturday \$164
Taxes are currently 13.5%. There is a \$2.00 tourism surcharge and a daily resort fee of \$10.00
per night. Additional persons will be charged at a rate of \$10.00 per person, per night with a
maximum of 4 persons per guest room. The fees include:

- Daily complimentary wireless internet in guest rooms
- Complimentary Local phone calls
- Daily complimentary bottled water, 2 bottles daily.
- Keurig Coffee Maker
- In-room safe
- Round trip shuttle transportation service to the Reno-Tahoe International Airport
- Unlimited use of the Fitness Center
- Unlimited use of year-round Atrium Pool
- Self-parking in the secured covered parking structure

The Hotel accepts Visa, Mastercard, American Express, Discover or Diner's Club. There is a \$4.95 merchant fee per room, per stay for credit card payments.

If you need to book connecting rooms, you can book 2 rooms, then call to arrange to have them "connecting". There will be a \$20/room, onetime charge, so an extra \$40 for two connecting rooms. If you have any special requests it is better to call

There are 8 scooters available from the hotel. If you need to have one, contact me directly and I will let the hotel know. After the 8 are gone the hotel will contract with "Scooter Girl" to provide one. BOTH options are \$50 per day.

Suzanne Olsen R12 Housing Chair solsen@sbcglobal.net 925-212-9840

**Message from
Debi Gordon
Website Liason**

All convention forms can be found on the R12 website www.sairegion12.org
under "Convention 2025"
Forms will be added/updated as they become available. Contact for questions.

**Message from
Judi Niall
Site Coordinator**

Early Check List for Convention 2025

Meals AND Make-up

Meal & Make-up Chairs appointed and notify Site Coordinator with contact information
in January

Meals: Breakfast and/or Dinner on Saturday – Plan without hassle of making reservations in a
crowded restaurant by arranging to have your meals catered by the hotel and in your own
private banquet room. (Cost to be determined but will include meal, tax & tip)

Note: As with everything else the cost will be a bit higher do to inflation

Make-Up Rooms Available – if you need a make-up room to complete make-up and make-up
checks, they are available.

**Message from
Randy Sahae
Website**

Once again we'll be offering a discount for **R12 members only**. Each Early Bird purchase allows
TWO SIMULTANEOUS viewers. That way you can be watching the ballroom stage on your
phone while your family is watching at home. Or you split the Early Bird with a buddy and
save \$21. Early Bird is only offered until January 31, 2025. **Look for us at the January Song
Fest** or sign up at this link: <https://forms.gle/dwiXLB2ApB6Pe31c6>

Message from Leah Brooks

Jumbotron

Pacific Shores Region 12 Sweet Adelines
Regional Convention 2025

PROGRAM AD & JUMBOTRON ORDER FORM

Deadline: APRIL 4, 2025

Region 12 offers our members the chance to purchase billboard ads on the Jumbotron screens in the ballroom during Competition. We also offer print ads in our Convention Program. These ads are a friendly way to: **CONGRATULATE** participating choruses and quartets, **WELCOME** new members, **THANK** special people in your chorus, **RECOGNIZE** your director or coaches, and **BUILD YOUR BUSINESS** by advertising your products or services.

JUMBOTRON SLIDES — THE PRICE HAS NOT CHANGED – STILL ONLY \$20 per slide!

PowerPoint Slides – Wide screen Format:

- Office 2016: Click on Design Tab> Slide Size> Select Widescreen (16:9).
- Office 2010: Click on Design Tab> Page Setup> Slides sized for: On-screen show (16:9).
- Use standard TrueType fonts only, such as Arial or Times New Roman – 32 points or higher. State the name of the font on your order or email to ensure accuracy.
- Animation is acceptable and charged as one slide as long as the animation is contained on one slide. Animation that flips to subsequent slides is charged per slide.
- No sound available.
- Slides will be displayed for approximately 30 seconds depending upon level of animation.

JPEG:

- Sized horizontally at 4000 pixels x 2250 pixels *or* 13.333 in x 7.5 in at 300dpi.
- You can use any font with a jpg.
- No animation available.
- Please state what color you want on the background or a complementary color will be used.

Submitted file names should include chorus initials, quartet name, or business name: SAI-Director.ppt or 4SingersCongrats.jpg .. Electronic files are preferred. Camera-ready artwork should be printed in high quality dpi resolution (600 minimum) and the copy should be mailed, along with the order form and payment. **In Memoriam** slides must follow the same as above and are **free of charge** to honor our sisters-in-song.

PROGRAM ADS (Program is digital only this year) Program ads should be:

- JPEG or Adobe Acrobat (PDF), 600 dpi resolution. Microsoft WORD files are not recommended, please save-as pdf.
- Camera-ready artwork can be submitted, although electronic files are preferred. Artwork should be printed in high quality dpi resolution (600 minimum) and the copy can be mailed, with no folds, along with the order form and payment.

WAYS TO RESERVE YOUR AD OR SLIDE

1. **ONLINE:** <https://form.jotform.com/242888528059169> - Fill out and submit the form, then email the artwork and make a payment.
2. **SCAN:** Print the last page of this document, fill it out manually, and send a photo via email and make a payment..
3. **SNAIL MAIL:** Print the last page of this document, fill it out manually, and send via post with artwork and make a payment..

WAYS TO PAY FOR YOUR AD OR SLIDE

1. Send a check, made out to REGION 12 CONVENTION) to: Leah Brooks, 11 Mabry Way, San Rafael, CA 94903
2. Pay via ZELLE to **510-610-6126**. Forward your receipt to brookisleahbrooks@gmail.com

Final ad placement will be completed only after receipt of payment. Order early! Ad space is sold on a first-come, first-served basis.

Pacific Shores Region 12 Sweet Adelines

Regional Convention 2025

Order early! Ad space is sold on a first-come, first-served basis.

Final ad placement will occur only after receipt of payment.

Ad reservation and payment deadline: **APRIL 4, 2025**

Contact Name _____
 Email _____ Phone (____) _____
 Chorus/Business Affiliation (if applicable) _____

Please make checks payable to **Region 12 Convention**

- Email electronic files to Leah Brooks brooksleahbrooks@gmail.com, with your name, phone number, and amount that you expect to pay.
- Mail a print out of your slide or ad, this order form, and a check made out to REGION 12 Convention to:

Leah Brooks
11 Mabry Way
San Rafael, CA 94903
text 415-246-6667

Size	# of ads	price	subtotals
Jumbotron slides	x	\$20	\$
Jumbotron 'In Memoriam' slides	x	\$0	\$0
PROGRAM ADS:			
Business card ad - H 3.5"w x 2"h	x	\$40	\$
Business card ad - V 2"w x 3.5"h	x	\$40	\$
1/4 page ad - H 4.5"w x 1.5"h	x	\$50	\$
1/2 page ad - H 4.5"w x 3.25"h	x	\$60	\$
1/2 page ad - V 2"w x 7.5"h	x	\$60	\$
full page ad interior	x	\$100	\$
full page ad Good placement	x	\$200	\$
full page ad Best placement	x	\$300	\$
Total Order:			\$

**Message from
Connie Ludwig
Boutique Coordinator**

The search for vendors for the Boutique 2025 has already begun!
If you know of a vendor that might like to apply feel free to contact me.
The more variety we have the better.
cjudwig5696@gmail.com

**Message from
Lulu Johnson
Host Chorus Coordinator**

DIABLO VISTA CHORUS is so proud to Represent Region 12 at the 2025
Columbus, Ohio International Convention.
But for right now, hosting all you fabulous Region 12 choruses and quartets
We know how hard you are all working to be the best you can be on stage.
We are working equally hard to make this a convention you'll always remember.

This year's theme is Harmony Roundup, and an amazing afterglow extravaganza is
being planned to celebrate all the wonderful Region 12 competitors. You are all winners to us
and with Cyndi Sharp Chairing this position you won't want to miss this fun event.
So, get your Boots out and any Hoedown gear you can come up with and come party with
us Saturday night after your wonderful dinners.

We want you to know how proud we are of all of you and to know we are here to help
and encourage you any way we can, so be sure to come up and introduce yourselves.

Please let us know if there is anything we can do to make this a convention you'll never
forget.