



2018 WGI Color Guard World Championships
April 12-14, 2018
University of Dayton Arena
Dayton, Ohio

Group Check-in

The Color Guard director or a representative for the group **MUST** check in at World Championship Headquarters (**University of Dayton Arena, Boesch Lounge, 1801 S Edwin C. Moses Blvd; Dayton, OH 45408**) prior to your prelims performance. All outstanding invoices must be paid at check-in.

The check-in packet will include the following:

1. The Liability & Media Release form to be signed.
2. Participant Wristbands
3. One complimentary 2018 WGI World Championship Program.
4. Three parking passes. Parking passes can be used at all venues except the Dayton Convention Center. Two parking pass will be provided for those groups performing at Dayton Convention Center.
5. Any pre-ordered World Class Finals Backside Discounted Tickets.
6. Any pre-ordered "Mia Michaels Live" Dancer Tickets

Headquarters Hours of Operation:

Tuesday, April 10	12:00 noon to 5:00 p.m.
Wednesday, April 11	9:00 a.m. to 11:00 p.m.
Thursday, April 12	7:00 a.m. to 12:00 a.m.
Friday, April 13	7:00 a.m. to 12:00 a.m.
Saturday, April 14	7:00 a.m. to 6:00 p.m

Contact Numbers:

HEADQUARTERS PHONE:	937-229-5184
PRACTICE SITE DESK:	937-229-5185
TICKET LINE:	937-229-5186

WRISTBANDS

- Each Color Guard group will receive participant wristbands for their performing members plus ten (10). If the "PLUS Pass" was previously purchased, the group will receive an additional seven (7) passes.
- These **MUST** be visible on each performer's wrist or ankle to gain entrance to all preliminary and semi-finals events. Please wear snugly so as not to interfere with equipment.
- **New for 2018**, participant wristbands will allow admission to all prelims, semi-finals, A Class Finals and Open Class Finals performances.

PRACTICE SITE INFORMATION

- Practice time is reserved in advance of your arrival to championships. Once your group's

requested hours have been assigned, the time becomes your financial responsibility.

- There is a public Facebook Group called WGI World Championships Practice Exchange. Please use this group to buy/sell/trade your practice during World Championships.
- **Please keep in mind that the hours your group has purchased are the hours your group must pay for when you check in at WGI Headquarters. WGI Staff will not give your group their wristbands unless your invoices are paid. Staff at WGI Headquarters will not hold on to cash or checks for any other group with whom you may need to exchange payments.**

CONTEST SCHEDULES

- Please visit www.wgi.org for performance and logistical schedules. There will be no further changes to these schedules unless there is an emergency. If a color guard fails to show, that performance time will remain open.
- All semi finals and finals schedules will be available approximately 90 minutes after the conclusion of the contest. A text message via CompetitionSuite will be sent when schedules are available online. Ensure that your cell phone contact is entered on the profile of CompetitionSuite for your color guard.

UNLOAD / LOADING

- **UD Arena / Nutter Center** - Please be sure to remove all buses and trucks from the unloading/loading lot within 45 minutes of the conclusion of your performance. Your group will receive a golden ticket upon arrival in the unload/load lot with the specific time your vehicles must be moved.
- **Cintas Center / Dayton Convention Center** – Floors and props may not be unloaded until one hour prior to your performance time. Each color guard must designate a representative to stay with floor/props prior to competition at all times.
- **BB&T Arena** - Buses and equipment trucks must be moved within 1 hour of the conclusion of the color guard's performance. The Furniture Fair parking lot will be used as bus/truck overflow. There will be a shuttle that runs between the Furniture Fair parking lot and the arena.

TRAFFIC INFORMATION

For up to date traffic and road conditions, please check out:

<http://www.localconditions.com/weather-dayton-ohio/45401/traffic.php>

TOURNAMENT ROUNDS AND SEEDING

Please refer to the section "Tournament Rounds and Seeding for Performance Order" on Pages 102 of the WGI Color Guard Adjudication Manual and Rulebook on how color guards are seeded and advance in world championship competitions.

ADJUDICATION ASSIGNMENTS

Judging assignments are available at the bottom of the schedules.

SPIEL SHEETS

The information for your color guard's spiel sheet can be updated via the WGI Director's Only website using your username and password. Please fill in all information located under "**Spiel**"

Sheet". Also fill in your emergency cell phone numbers by selecting the green **Update Group Info** located in the upper right hand corner. This will make your check-in go smoothly. You must do this prior to Monday, April 9th to ensure your spiel is read correctly.

COMPETITIONSUITE

TO LISTEN TO JUDGES COMMENTARY: At this point, each director should have received an email to set up an account through CompetitionSuite. This is the ONLY WAY to receive judge's commentary.

SOUND CHECKS

The sound operator will determine volume level along with the Chief Judge. The schedule for sound checks follows:

Thursday

Cintas Arena (SA)	9:00 am – 9:45 am
BB&T Arena (SA)	9:00 am – 9:45 am
Nutter Center (SO/IO)	8:00 am – 8:45 am
Dayton Convention Center (IA)	9:00 am – 9:45 am
University of Dayton (IO/SW/IW)	8:00 am – 8:45 am

Friday

Cintas Arena (IA/IO)	4:00 pm – 4:45 pm
Nutter Center (SA)	10:00 am – 10:45 am
University of Dayton (SO/SW/IW)	8:00 am – 8:45 am

Saturday

Nutter Center (A Class Finals)	8:00 am – 8:45 am
University of Dayton (Open Class Finals)	7:30 am – 8:15 am
University of Dayton (World Class Finals)	4:30 pm – 5:15 pm

Sound checks may also be done during extended breaks as time permits, at the discretion of the Contest Administrator. It is highly recommended to do a sound check during the above times.

VENUE FOOD POLICY

Outside food is prohibited from being delivered and/or brought into any venue. That includes practice sites as well as all parking lots.

MUSIC UPLOAD LOCK DOWN

The Music Upload function available in CompetitionSuite must be completed by Tuesday, April 10th at 11:00 p.m. EST. at which time CompetitionSuite will lock the uploaded performance music. No further uploads will be accepted and any changes, plan to use your own device at the event.

WGI PHOTO POLICY

- As safety is paramount to all performers, any type of flash photography is strictly prohibited. Family, friends and fans may take still photos of WGI events for personal use only. The images may not be sold or otherwise distributed or publicly displayed without the written permission of Winter Guard International. WGI defines public display as a web site,

printed publication or physical location where the public at large can gain access to one or more images of a WGI participating group in performance.

- Small, non-professional, single frame “point & shoot” cameras are allowed into all venues. However, use of “Professional Cameras” are prohibited at all WGI events, unless the user has appropriate media credentials and prior written approval from Winter Guard International. Any camera that has a detachable lens or lens that extends to four (4) or more inches is considered a “Professional Camera” and thus prohibited.
- Tripods or other similar equipment that may obstruct the view or path of travel of others in the stands are also not allowed.
- WGI media credentials are restricted to recognized local and national media. Only WGI will issue credentials to working media pursuant to WGI’s media credentialing policies.

VIDEO POLICY

No video cameras will be allowed in any contest venue and “authorized space” and/or “video passes” will not be provided for groups to record their performances. Any liability associated with unauthorized recordings will rest with the individual or organization making the recording. WGI does not condone, nor accept any liability for, any unauthorized recording during the event.

MUSIC IN WARM UP AREAS

- **UD Arena** – Music is permitted in body and equipment warm up. *Music must be maintained at a moderate volume and a WGI representative will monitor the sound level. Each group must provide their own system if they wish to use music.*
- **Wright State University’s Nutter Center** – Music is **not** permitted in either body or equipment warm up as sound carries to the performance floor.
- **Dayton Convention Center** – Music is **not** permitted in either body or equipment warm up as sound carries to the performance floor.
- **BB&T** – Music is **not** permitted in either body or equipment warm up as sound carries to the performance floor.
- **Cintas Center** – Music is permitted in body and equipment warm up. *Music must be maintained at a moderate volume and a WGI representative will monitor the sound level. Each group must provide their own system if they wish to use music.*

SCORES

Prelim and semifinals scores will be posted at their respective venue and online after round or class scores have been verified by the judges. For contests being held at the UD Arena, scores and recaps will be handed out upstairs at Headquarters.

TIES

CompetitionSuite will randomly assign a number to each group for the purpose of breaking any ties in prelims or semi-finals. The lower of the number between the color guards will break the tie for seeding purposes only. In finals, any ties stand as a tie and awards will be given accordingly.

FINALES

All class finals finales will be full color guards with no equipment. **Balloons will not be permitted at finale. Please inform your boosters of this policy.**

PATCHES

Each group will receive participant, semi-finalist or finalist patches for the total number of performers based on final placement in competition. Finalist patches will be distributed at UD Headquarters along with finalist wristbands. All other patches will be available at UD Headquarters once finalists have been determined. Any patches not picked up will be mailed to the director the week of April 30th.

WORLD CHAMPIONSHIP WEBCAST

FloMarching.com is the official webcast provider of WGI! Every performance at all venues will be a part of our LIVE webcast. Please encourage parents and fans that cannot make the trip to Dayton to join the action at www.flomarching.com

FINAL NOTE

Our ability to host championship events at these facilities rests in no small part on the conduct of the students, staff and support personnel of the color guards that participate in this event. Please remember that directors and staff are responsible for the behavior of all the people connected with their organization at all WGI contest sites and practice facilities. Instruction regarding proper conduct and expectations should be a part of the overall educational and preparation process. It is crucial that WGI can confidently host this World Championship in these facilities without fear of damage to the building, disrespect for their property or other inappropriate behavior.

We would like to remind all managers, instructors and performers that during this time of increased security everyone should comply with all directives of any University of Dayton Arena, Wright State University's Nutter Center, Cintas Arena, Dayton Convention Center, and BB&T Arena personnel. If an instance occurs where building personnel instruct you or your performers to do something, please follow their instructions. If that is something contrary to information you have received, please seek WGI staff to resolve the situation.

After one of the most exciting regional seasons in recent memory, we're sure that the WGI World Championships will conclude with an unbelievable display of creativity, passion, and excellence. On behalf of everyone at WGI, we'd like to extend our best wishes for a safe journey to Dayton. We'll see you on the floor!

4.120 Sound Policy (Color Guard)

- All color guards should do a sound check at the designated times provided in the contest information packet to ensure the playability of any device or CD. Color guards should check the soundtrack at multiple places in the music to verify playability of any device.
- Color guards should still do a sound check if they are using the WGI Music Upload in CompetitionSuite to ensure everything is correct.
- Color guard is responsible for providing the method that the music will be played, e.g. CD, MP3, computer, etc. Each color guard should have two methods to play their soundtrack in the event that one does not work.
- Color guard must provide their music in a timely manner to the designated sound operator. Any delay in providing music is the responsibility of the color guard.
- Color guards using the upload process through Competition Suite should have a back up using another device type such as an MP3 player, iPhone, or CD
- Color guard must have a designated person at the sound table to operate any device provided to play music such as MP3 players or computers. Guard's representative is responsible to set up and play device. If a CD is provided, the color guard representative must instruct the sound operator as to what track or other relevant information is needed to start the music when directed by the contest Timing and Penalty judge or after the color guard's introduction.
- If the color guard has an issue with the music such as music is too soft, it begins in the wrong place or skips, the color guard's representative must make the decision to stop the music and tell the operator to stop the music. If the color guard representative chooses not to stop and the color guard completes their show, the color guard shall not be offered an opportunity to perform again.
- Interval timing will continue as the color guard resets and begins again. The Contest Administrator has the sole discretion in waiving any timing penalty due to the restart. If the stoppage is due to faulty sound equipment, operator error or an unexplained reason, overtime penalty may be waived.
- Issues related to the equipment provided by the color guard, quality of the CD or the color guard's representative error (using wrong playlist on MP3, etc.) will result in the actual interval timing being used and penalties, if any, being assessed.
- Volume direction must come from the color guard representative at the sound table. Direction will not be taken from the audience viewing area or across the floor. Final volume discretion is given to the sound operator based on their equipment and the Chief Judge who ultimately determines an appropriate volume level.
- The color guard representative may provide direction to the sound operator during the performance regarding equalization.
- It is the responsibility of the color guard to provide their music for each performance and to ensure that their soundtrack is working appropriately. CDs may not be left at sound table between performances.
- Under no circumstances will verbal abuse of the sound operator be tolerated. Penalties will be assessed per current WGI rules