

Dear Promoter,

Thank you for your interest in running a Pipe Band contest. The Charter of Pipe Bands NSW is, in short, to further the Pipe Band movement in NSW. Pipe Band and Solo contests embody this by helping to encourage new people into the movement and increase the competence of existing Pipe Bands and players. These notes are intended to assist in the smooth running and success of your contest.

You will find below a brief summary of tasks that will be required of you as the promoter of the contest as well as a copy of the Contest Regulations. Although the Association has, where possible, used 'plain English', the very nature of contests dictates that terminology that eliminates 'grey areas' be used. If you have any questions please don't hesitate to contact either the Secretary or the Contest Convener.

No promoter should undertake a contest in NSW without a good understanding of the Pipe Bands Australia rules and regulations, the "Contest Regulations" and "College Regulations". The current versions of these rules and regulations are published on both the National and NSW websites.

<http://www.pipebands.asn.au/rules.asp>

Requirements of promoters of Pipe Band and Solo contests within New South Wales:

- 1) Apply in writing to the association to reserve your date. This should be done at least 6 months prior to the date from which you wish to hold the contest. If you have not yet determined a date for your contest it would be prudent to contact the Contest Convenor or the Branch Secretary to avoid a clash with other contests or 'Scottish festivals', which may limit your field of potential entrants. There is currently no contest permit fee.
- 2) Once your date has been approved, you may start advertising your contest.
- 3) Your contest syllabus needs to be forwarded to the Contest Convenor 3 months prior to your requested date (6 months in the case of a State Championship). Once the syllabus is approved you may distribute it to the bands. Pipe Bands NSW can assist in forwarding on a copy of your syllabus electronically to the bands if required and will publish the contest on the Pipe Bands NSW website.
- 4) Once the "Closed by" date has been reached, please contact the Contest Convenor who will advise on how the draw is to be done.
- 5) Once you have discussed your needs with the Contest Convenor he/she will either arrange to have your judges appointed. A standard fee of \$100 per judge plus a travel allowance will apply. The quantity of competing bands will determine the number of judges required.
- 6) It is the responsibility of the promoter to ensure that the competition arena is prepared as per regulations, including the marking of the contest circle(s).
- 7) It is the responsibility of the promoter to pre-fill adjudication sheets with the contest name, bands' names and the relevant contest elements as this saves significant time for adjudicators. The Promoter must prepare a master sheet template for completion by the Contest Supervisor.
- 8) On contest day there are several additional considerations that will ensure the running of a smooth contest:
 - a) Announcer / M.C.
 - b) Sufficient marshals to ensure bands arrive at the playing area in a timely manner
 - c) A scorer.
 - d) Time keepers (2)
 - e) Relevant prize money / certificates / trophies.

- f) Refreshments for adjudicators (at a minimum; a supply of chilled water.) Additionally there is a requirement to feed adjudicators, or pay them an extra allowance should a contest run over a meal period Stationary for adjudicators (including; stop watches, stapler, calculator, liquid paper, pens, paper weights)

Contest Convenor:

Pipe Bands NSW: steven patterson <pba@derivian.com.au>