

2019 SFA Homecoming Step Show Application

Sponsored by the Office of Multicultural Affairs and Greek Life

General Information

- ❖ On **October 24, 2019**, the doors of the Grand Ballroom will open at 6:30p.m. The show will start at 7:00 p.m.
- ❖ The following is due by **August 30, 2019 by 5 p.m** to the Office of Multicultural Affairs:
 - **Step show team registration form**
 - **Signed agreement**
 - **\$50.00 entry deposit fee**
 - **W-9 form**
 - **Step Show Entry Fee Agreement**
- ❖ The following is due by **September 20, 2019**: **The team information and detailed performance sheet**
- ❖ All **music and video must be completely edited and submitted** by **October 4, 2019**.
 - All paperwork and technical information should be sent to the Director of Multicultural Affairs, Veronica Beavers
vbeavers@sfasu.edu
- ❖ A representative of the organization must be present at the step show meeting, time and date TBD.

Prize and Awards

- ❖ Prizes are to be awarded as follows:
 - 1st Place sorority/fraternity/organization- \$1000.00
 - 2nd Place sorority/fraternity/organization- \$500.00

In order for a fraternity/sorority to be awarded prize money, a W-9 form must be turned in with your application (if needed, a substitute one has been attached to this packet for your convenience).

Rules and Regulations

1. The step show will take place on Thursday, October 24 at 7 p.m. The entire step team must arrive by 6:00 p.m. and stay in the performance area until the end of the show. If not they will be disqualified.
2. No more than 15 steppers (including helpers) are allowed to perform.
3. All steppers and helpers on the list are required to sit in the **reserved section only**.
4. Each team will be given a set time for when they may leave their seats to prepare for the show.
5. Each team is asked to perform no more than 15 minutes, which includes intro video, entrance and exit (Points will be automatically deducted once a team goes over 15 minutes).
6. If a team member is found to be abhorrently unsportsmanlike (*e.g., causing a disruption to the production), the team will be disqualified.
7. Members of your organizations other than those specified to perform may not be on stage at any time. (Points will be automatically deducted). Anyone caught attempting to sneak persons, drugs or other contraband into the show will cause their team to be automatically forfeited from the competition.
8. No sexual or explicit acts will be tolerated.
9. Avoid excessive profanity in words or music during performance.
10. Oils and other liquids may not be used during the performance as this presents a safety hazard on stage.
11. The use of fog lights is prohibited.
12. Fire may not be used on stage.
13. Glitter may not be used at any time.
14. All props and special requirements must be approved before the night of the performance.
15. Basic lighting and spotlights will be provided. Any special lighting equipment wanted by team (e.g., color lighting), must be provided by team. Lighting equipment should be brought during rehearsal the day before.
16. All teams must attend the sound check and practice on October 23, 2019. Any team that does not go through practice will not be allowed to perform and will automatically forfeit.
17. All teams must check-in by 6:00 p.m. the day of the show. A drawing of numbers will initiate the order of competition, and will be assigned during the step show meeting prior to the show.
18. Each team must have all music cued on one CD or USB with your groups name clearly stated on the CD or file.
19. The step show team registration form, signed agreement, \$50.00 entry fee deposit, W-9, Step Show Entry Fee and Deposit Agreement is due by August 30, 2019 by 5 p.m. Applications can be turned into the Office of Multicultural Affairs. The \$50.00 deposit will be returned to the team upon completion of the step show in check form (within 2-3 weeks) addressed to the contact on the W-9. If a registered team forfeits, the deposit will not be refunded.
20. Winning step teams will receive and accept prize money in the form of a check. The check will be made payable to the organization. Prize money will be distributed in check form, 2-3 weeks after performance.
21. The step team/organization represents by signature below that they are authorized to enter into this performance agreement and consent to pictures and filming.
22. The step team assumes all risks in its performance of all activities and is responsible for all actions whatsoever committed by our team that may cause harm or injury to persons or property because of their performance as authorized by this agreement.
23. Stephen F. Austin State University, The Office of Multicultural Affairs and the Greek Life office will not be held responsible/ liable for the actions of the contestants.

Judging

- Teams will be judged on the following categories for a total of **100 points**:
 - ❖ Showmanship (**20 points**) -Enthusiasm, crowd involvement, etc.
 - ❖ Precision (**20 points**) - Accuracy and coordination of moves
 - ❖ Appearance (**10 points**)-Coordinated outfits and thoughtful clothing choices
 - ❖ Originality (**10 points**)- Incorporating never before seen moves or styles
 - ❖ Difficulty (**10 points**) - Physical difficulty, move complexity, member-to-member interaction complexity, etc.
 - ❖ Creativity (**10 points**) - Overall theme of performance was creative
 - ❖ Vocal Clarity (**5 points**)- Performance was easily heard and understood
 - ❖ Sportsmanship (**5 points**)- Upholding competitive respect and proper conduct throughout the duration of the performance
 - ❖ Overall Performance (**5 points**) - An overall rating of the performance
 - ❖ Time Limit (**5 points**) - Adherence to the time regulations
- All judges' scores will be averaged. The first place fraternity/sorority/organization will be the team with the highest total. The second place fraternity/sorority/organization will be the team with the second highest total.
- Judges will also take into consideration the above listed rules and regulations when deciding final points. Judges will deduct 5 points in the organizations' overall score for each violation.
- In the case that a team performs beyond the 15-minute time limit, points will be deducted from the total score as follows:
 - ❖ 1-3 minutes over = 2 points
 - ❖ 2-5 minutes over = 3 points
 - ❖ 5+ minutes over = all time points will be lost (team receives a 0 for time)

Music and Video

- Music and Videos must be submitted to Veronica Beavers by October 4, 2019 by 5:00pm.

This should consist of the following materials:

- ❖ Pre-Arranged Music (.mp3) on a flash Drive
- ❖ Video on a flash drive

Please submit/email to the following address:

Attention: Veronica Beavers
Office of Multicultural Affairs BPSC 3.101 (or Box 6196)
Nacogdoches, TX 75962
Email: vbeavers@sfasu.edu

- Dress rehearsal will be between 4-9p.m. on the day before the Step Show. The designated times for each team will be emailed closer to the date of the show. Each team will have at least 30 minutes to practice their routine with staging.

Show Time

- All steppers and helpers are required to be at the performance area by 6:00pm (NO EXCEPTIONS). Entrance will be granted through the front entrance of the performance area. Only those people on the list of steppers and helpers will be allowed to enter (NO EXCEPTIONS)
- Only those steppers and helpers on the list are allowed to enter the Step Show at no cost
 - ❖ During Step Show meeting, each participating organization will be given a designated number of general tickets to give to advisors and non-participating member- NO ADDITIONAL TICKETS WILL BE GIVEN- NO EXCEPTIONS
 - ❖ All additional persons will be required to have a ticket for entrance, this includes alumni.
 - ❖ Different color bands will be given to participants and general audience members. Regardless of status, any person without a wristband will have to purchase one at the door.

If you have any questions please contact Assistant Director of Student Engagement for Greek Life, Saville Harris (harriss@sfasu.edu) or Veronica Beavers, Director of Multicultural Affairs at (vbeavers@sfasu.edu)

REVIEW- Application Checklist

The following is due August 30, 2019:

- Step Show Team Registration Form
- Signed Step Show Agreement Form
- Step Show Entry Deposit Fee of 50.00
- W-9 Form
- Step Show Entry Fee and Deposit Agreement

The following is due September 20, 2019:

- Team and Performance Information Sheet

The following is due October 4, 2019:

- Music and Video

Other dates:

- Step Show Meeting (Time and Date to be announced once participants are determined)
- Mandatory Dress Rehearsal: October 23, 2019

Step-Show Team Registration Form

Organization(s)

Chapter(s)

- | | |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |

Primary Contact Name: _____ **Cell phone:** _____

Social media accounts for organizations: _____

Primary Contact Email Address: _____

Advisor(s) Name: _____

Advisor(s) Phone _____ **Fax** _____

Advisor(s) Email _____

Please provide a brief description of your performance:

Step Show Agreement Form

All judges will be fair and impartial. The above rules and regulations are final. There will be no exceptions. By signing below, you are agreeing, as team representative, to all the rules and conditions herein and that all will be adhered to by each team member. It is further your understanding that failure to comply with any portion of the aforementioned can result in disqualification or point deduction. A signature on this agreement confirms your step team's presence and participation in the step show. Failure to comply will result in forfeiture of your entry fee. In

witness thereof, the Step Team Advisor has executed this agreement the day and year indicated below. **All organizations competing must sign form.**

Advisor Print Name

Advisor Signature & Date

Step Team Primary Contact (1) Representative Print Name

Step Team Primary Contact (1) Representative Signature & Date

Step Team Secondary Contact (2) Representative Print Name

Step Team Secondary Contact (2) Representative Signature & Date

**Homecoming Step Show
Team Information Sheet
Due: September 20, 2019**

Chapter Name:

List all names of performers:

Note: No more than 15 step performers, non-step performers and/or stage technicians are allowed to participate. In addition, the number of non-step performers cannot exceed the number of step performers.

All performers must be active members in their chapter to participate.

Name	Role (Step Performer, Non-Step Performer, Stage Technician)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

Detailed Performance Sheet
Due: September 20, 2019

Chapter Name:

Theme (Only to be viewed by Greek Life Office/ OMA Office Professional Staff)

Contact Name:

Contact Primary Phone Number:

Contact Primary Email Address:

Step Master:

Phone:

Email:

Please either scan mail or fax (936-468-2105) this form to the Office of Multicultural Affairs
by Friday, September 20, 2019 by 5pm.

Please direct any questions of concerns to the following:

Veronica Beavers
936.468.1091
vbeavers@sfasu.edu

Saville Harris
936-468-1066
harriss@sfasu.edu

Do you need?

- Microphone:
- Other:

If you checked any of the above, please provide specific details below.

● Microphones:

● Other:

Brief List of Music (in order, if multiple songs):

ALL MUSIC MUST BE PUT ON ONE CD AND IN THE EXACT WAY FOR PERFORMANCE

ALL MUSIC AND VIDEOS MUST BE SUBMITTED TO Veronica Beavers (weavervb@sfasu.edu) NO LATER THAN **FRIDAY, OCTOBER 4, 2019 @5:00PM.**

Brief Description of Props:

Brief Description of Attire:

Special Instructions:

ATTACH:

- A DETAILED DESCRIPTION OF STAGE LAYOUT AND TRANSITION NOTES.
- A DETAILED CHRONOLOGICAL LIST OF ACTIVITIES (including video needs).

Step Show Deposit Entry Fee and Prize Agreement

We, _____ (team name) understand that the \$50.00 entry fee deposit is due by October 5, 2018 by 5 p.m. We understand that the \$50.00 deposit fee will be returned to the team upon completion of the step show in check form (within 2-3 weeks) addressed to the contact on the W-9. We understand that if we forfeit for any reason and do not perform on October 25, 2018, the deposit will not be refunded.

I also understand that winning step teams will receive and accept prize money in the form of a check. The check will be made payable to the organization and addressed to the contact on the W-9. Prize money will be distributed in check form, 2-3 weeks after performance.

Step Team Primary Contact (1) Representative Print Name

Step Team Primary Contact (1) Representative Signature & Date

OFFICE USE ONLY

Check all that apply:

- Step Show Entry Fee Deposit - \$50.00
- 1st Prize Winner- \$1000.00
- 2nd Prize Winner- \$500.00

X _____
Veronica Beavers for Office of Multicultural Affairs

X _____
Alicia De LaRosa-Millard for Office of Multicultural Affairs