

**FINANCIAL ADDENDUM****INCOME TO REGION****Regional Membership Assessments**

Adult	\$115
Youth (25 or under)	\$57.50
Chapter-At Large	\$115
Golden Girls (50-59 years of SAI Membership)	\$75
Diamond Divas (60+ years of SAI Membership)	WAIVED
International Queens of Harmony	\$55

Assessments are due on the annual anniversary of the member. Coastal Harmony will provide an itemized monthly invoice 45 days in advance of the anniversary date to assist chapters and chapter-at-large members in making timely payments. Every effort will be made to reconcile to International rolls as well as recognizing that new member submissions from choruses may trail behind 30-60 days.

It is important to note that the Region runs the books on an accrual basis and therefore cannot post dues income when received but rather when due. This is accomplished via receivables. Sweet Adelines International shows the member expiration date as the last day of the month prior to the anniversary month. Therefore, the region collects May 1 anniversaries in the fiscal year ending April 30. Dues payments are to be paid on a regular basis prior to the anniversary date and chapters are obligated to submit payments accordingly.

**Event Fees****Annual Regional Convention**

Region 9 Adult Members	\$25.00
Region 9 Youth Members	\$13.00
SAI member out-of-region all events	\$75.00 (all events – pre-order only)
General Public Individual Events	\$25.00 per contest session (or \$75 for all sessions)
General Public, Youth (age 11-25)	half price (rounded up to full dollar)
General Public, Youth (10 and under)	Free
50–60-year SAI members out-of-region	Free
Sweet Adelines International Past-President	Free
Active Military with ID	Free
Special events/shows (non-member)	TBD on event-by-event basis

**All Other Regional Events\***

Standard Registration**	Priced Per Event
Early Bird Rate	Priced Per Event
SAI Member out of region	Priced Per Event
Non-SAI member	Priced Per Event
Special events/show (non-member)	Priced Per Event
Regional Resource Staff (defined by RMT)	WAIVED

\*For all events and shows (Youth age 6-25)

Half the posted price for member/non-member

\*\*Front-line directors' registrations are complimentary for all education events (excluding Regional Convention). This does not include and is not transferrable to assistant or associate directors.

\*\*International Queens registrations for all events INCLUDING Regional Convention, are complimentary.

### **Off-Site Housing**

Chorus members are required to register at the regionally contracted hotel(s) for Friday and Saturday nights of the event. Anyone who chooses not to stay at the conference hotel will be assessed a fee of \$50 per night.

### **Convention Electronic Advertising**

#### **Convention Advertising**

Eighth page	\$30
Quarter page	\$50
Half page	\$75
Full page	\$100
Inside back cover	\$150
Inside front cover	\$200
Back cover	Reserved for Platinum Sponsor

#### **Convention Webcast**

Free of charge – treated as a marketing and education expense

#### **Sponsorship Program**

Platinum Sponsor (includes back cover in Convention program, mention on our website and during the convention webcast, theater lobby signage)	\$1000 Annually
Gold Sponsor (includes full page in Convention program and mention during the convention webcast, theater lobby signage)	\$750 Annually
Silver Sponsor	\$500 Annually
Bronze Sponsor	\$250 Annually

**Regional Boutique**

The coordination of the boutique will fall under the Events Coordinator.

The operation of a table at regional events (Winter Regional, Regional Convention, etc.) is offered to all internationally bound regional choruses. The Boutique opportunity is also offered to all internationally bound quartets, for one-half table.

The parameters are as follows:

1. Region 9 will provide space for the Boutique, free of charge, to competitors, as outlined above. All international-bound competing choruses will receive one free table space, and all international-bound competing quartets will receive one-half free table space. If more space is needed by a chorus or quartet, it will be their responsibility to notify the Events Coordinator of their needs well in advance. The chorus/quartet will pay for the additional table(s) at established vendor rates. Region 9 reserves the right to a table space for regional displays.
2. The competitor accepting the opportunity to host a free booth will keep 100% of the revenues generated. They will be responsible for all aspects of the Boutique, including establishing the rates for table rental, arranging for outside vendors, open and close times (not to interfere with classes or competition times), etc.
3. In the event that none of the options above are executed, the region shall have the option to cancel or administer the boutique.

**EXPENSES TO REGION**

**Education Rebate** — This rebate is based on Regional Competition placement and is meant to help offset coaching expenses for choruses **who are not qualified** as Wildcard or Harmony Classic competitors.

	<i>Chorus</i>	<i>Quartet</i>
Second thru Fifth place	\$250.00	\$150.00
Sixth thru Tenth place	\$100.00	N/A

**International Competition Sponsorship**

All sponsorships assume selection by Sweet Adelines International and that the chorus or quartet will compete at International Competition. Amounts will be determined by the RMT based on the number of competing choruses and quartets, and funds available. Those eligible are:

- First place chorus
- Wildcard chorus(es)
- Harmony Classic chorus competitors (both A and AA choruses)
- First place quartet
- Wildcard quartet(s)
- Returning quartet(s) from prior year's International competition (top 15)

**Engraving**

Sweet Adelines International pays for engraving on the Regional championship plaque for the Region's Champion Chorus. This plaque remains in the champion chorus' possession until the next chorus competition is held, at which time it is returned for presentation to the next

champion. The champion chorus is responsible for having its name engraved on the champion chorus plaque, the cost of engraving to be reimbursed by Sweet Adelines International upon submission of a receipted bill to the Competition Department at IHQ.

Coastal Harmony Region 9 reimburses the costs for engraving on Regional championship plaques for the following winners, upon submission of a receipted bill to the Financial Coordinator:

- First place AA chorus
- First place A chorus
- Most Improved Chorus
- Most Improved Director
- Platinum Quartet Winner
- Novice Quartet Winner
- Cece Gove Award
- Deena Tanneblatt Award

### **Chorus and Quartet Coaching Program**

All choruses are entitled to 12 hours of free coaching with any Coastal Harmony Region 9 Education Faculty. Travel is sponsored by the Region for these visits when at least three hours are used in one visit. Any flight arrangements must be made through SAI/Journey House. Meals, lodging and any per diem are the responsibility of the group being coached.

Coaching hours can be used for any education opportunity including leadership building, visual coaching, PVIs, and musical coaching of the full chorus and/or part sections.

All registered quartets with at least one quartet member registered in Coastal Harmony Region 9 are entitled to 6 hours of free coaching with any Coastal Harmony Region 9 Education Faculty. Travel will be funded by the region when all 6 hours are used in one event and can be shared by up to three quartets. The focus of the 6-hour visit must be in a quartet setting.

All coaching visits must be scheduled through the Education Coordinator at least 7 calendar days prior to the covered visit.

The Region will only reimburse travel expenses for one coach per three-hour visit, and there is a required minimum of three hours' coaching to qualify for reimbursement.

Coaching hours cannot be "cashed-out" and used for other purposes. This is not a grant or voucher program.

### **Standard Travel and Accommodation Reimbursement**

#### **1. Mileage/travel**

- a. Regional Education Faculty - Personal car mileage will be reimbursed at the current SAI rate for Regional Education Faculty who organize and work an approved event as defined by the applicable event/activity chair and within the approved event/activity budget with a minimum of 2 hours of work required. Regional Education Faculty are also reimbursed at the current SAI rate for travel to coach choruses as long as the session is at least 3 hours, or for coaching quartets, per the stipulations in the section above regarding Quartet Coaching Program.

- b. Regional Management Team and Competition Steering Committee - Personal car mileage will be reimbursed at **one-half** of the current SAI rate for required meetings or events as defined by the applicable meeting/event chair and within the approved meeting/event budget.
2. Lodging – Up to one-half room rate per night (based on double room occupancy of a standard room – no suites will be eligible) will be reimbursed for approved event/activity days for designated individuals that organize and work the event as defined by the applicable event/activity chair and within the approved event/activity budget with a minimum of 4 hours of work required unless Educational Faculty, in which the minimum is 2 hours (Coaching Program is excluded).
3. Parking – Standard rates for non-valet parking as defined by the applicable event/activity chair and within the approved event/activity budget with a minimum of 4 hours of work required unless Educational Faculty, in which the minimum is 2 hours.
4. Per diem (meals) – up to \$35.00 on a travel day; up to \$50.00 on a workday. In practice, all days of per diem may be added together and up to the maximum amount paid in total, based on the number of service days (of at least 4 regular hours or 2 Educational Faculty hours worked), and regardless of the day in which a meal expense is incurred. Example: if there is one travel day and two workdays, the total amount of allowed per diem for the entire stretch of service is \$135 (Coaching Program is excluded).
5. Registration fees – Registration fees can be waived at the discretion of the event committee chairperson for volunteers that are asked to work said event.
6. Internet connectivity charges and other business services, such as printing expenses related to the administration of an event, must be allocated and approved under the corresponding budget.

***Receipts are required for any submitted expense for reimbursement other than mileage in order for reimbursement to be approved.***

### **Staff Reimbursement – Exceptions and Additions**

In addition to Standard Reimbursement, the following rules apply:

- Regional coaches who are also chorus frontline directors are not eligible for reimbursement for coaching sessions with their own chorus. Similarly, a regional coach who is a member of a quartet cannot claim coaching reimbursement for her own quartet.
- Faculty members using air travel for regionally funded coaching assignments will be at the discretion of the Education Coordinator and within her budget. All airfare must be booked through Journey House AND any air travel over \$600 must be pre-approved by the Education Department at Sweet Adelines International.
- Any expenses incurred when not at a Region-sponsored or Region-sanctioned event will be reimbursed with pre-approval from the Regional Management Team.
- Reasonable office supplies, copying, etc., will be reimbursed as approved by event/activity chairperson.
- Education Resource Staff
  - Check requests and expense reports must be submitted within 60 days of the covered event.

- Coaching fees for faculty member (not frontline director of same chorus or member of same quartet), \$35.00 per hour
- Educational Events Faculty (approved per event, includes PVI/Coaching duties), \$35.00 per hour

Exceptions to the Financial Addendum are subject to pre-approval by the Coastal Harmony Regional Management Team.

### **Outside Faculty Expenses and Logistics**

When a regionally funded education event includes the hiring of an out-of-region coach, the travel and accommodation provided for the coach is for the purpose of the event. If the coach wants to offer private coaching outside of the contractual regional hours, this is not facilitated by the region. Regional event space and equipment is not available for this purpose.

### **Longevity Recognition**

#### **1. Special Recognition of Longevity:**

- Members who have been part of Sweet Adelines for 50, 55, 60, 65 years will receive special recognition. Anyone who has been a member over 65 years will be recognized annually thereafter.
- Years of longevity will be based on the calendar year.
- All active years of membership in Sweet Adelines will be counted toward longevity and may include years reinstated through the Sweet Adelines Buy Back Program for members who had an interruption in membership at some time.
- Recognition will include a certificate and a listing in the Region 9 Competition Program.
- Information regarding these recognitions will be provided by the Membership team at the International level.

#### **2. Longevity Slide Show:**

- A slide show will be presented at the Winter Workshop to honor members for their years of membership in 5-year increments, starting at the 5-year level.
- Home choruses are responsible for submitting the necessary information about their members to be included in this presentation.
- The CAL (Chapter at Large) membership will be managed by the Membership Coordinator within the Regional Management Team (RMT).