

***General Information***

* Any information that is disseminated regarding contest rules, penalties, adjudication, general information or any aspect of Olentangy Keynote Classic is subject to change by the planning committee for good and sufficient reason. Such changes, unless they are of an emergency nature, will be communicated within 30 days prior to the event.
* Equipment truck/trailer unloading will take place on the access road in front of the athletic wing on the west side of Olentangy High School. Entry must be made from Lewis Center Rd. **School busses do not enter here.** Equipment will be housed in the auxiliary gym adjacent to the theatre until it is time to move it to the performance area. There will be equipment managers to meet and assist you. You may also unload equipment Friday evening if you arrive early. Detailed maps will be emailed in January.
* There will be an equipment manager available to assist you in moving your equipment to the stage, but each school is responsible for moving their set onto the stage. There are no stairs that need to be negotiated for equipment.
* Equipment managers will see to it that hallways are clear so equipment can be moved to the auditorium and back without competing with human traffic. Please keep back stage hallways clear for the safety of the performers and crews.
* School busses unload at the main entrance on the north side of Olentangy High School. Entry to the access road can be made from US-23 or Shannahan Rd. Upon arrival at Olentangy High School, all students are asked to remain on the bus. The director should enter the building and obtain their welcome packet. Inside, there will be wristbands for the director and any support staff as listed on your information sheet. There will also be **4 (four)** complimentary adult all-day wristbands for your group. These should be given to chaperones or adult stagehands. Any additional adult needing access to either the back stage area or the homeroom area must purchase a ticket for the day and then check in at the back stage info desk or the homeroom info desk for an additional wristband.
* Your hosts/hostesses will meet your group upon arrival and escort you to your homeroom. They will be with you throughout the remainder of the day and see that all of your questions about procedures are answered.
* Schools will need to provide their own homeroom chaperones and be responsible for personal items left in the room. Each school is responsible for its own equipment while at the competition and a damage waiver must be signed. Rooms will be locked and no individual access will be allowed unless an adult is present.
* We are proud to offer a full assortment of concessions. Food is not to be taken from the cafeteria/commons area. Since this is a fundraiser for our school, we do ask that students remain on the premises for all meals.
* Smoking is not permitted anywhere in the building or on school property. Please inform parents of this rule.
* Ticket Prices: $10.00 Adults/$8.00 for Seniors and Children under 10 for **Preliminary Round of Competition**, and $10.00 Adults/$8.00 for Seniors and Children under 10 for the **Finals Events**. A combination ticket (all day pass for adults) is also available for $18.00 Adults/$15.00 for Seniors and Children under 10. All major credit cards will be accepted throughout the competition for your convenience. All tickets are sold on a first-come, first-served basis the day of the event.
* Souvenir programs will be sold at the door. Each director will receive a complimentary program in the welcome packet upon arrival. Tri-State Video Productions of Cincinnati will be providing a live stream and a DVD copy of the performance. Mobile Photography of Beavercreek, OH will have professional photographs of performances for sale. Keynote Classic souvenirs and merchandise will be available at a booth in the main commons area.
* Questions/Comments/Concerns – Please direct all questions to contest director prior to February 25, 2017.