

RECITAL GUIDELINES*

Southeast Regional Tuba-Euphonium Conference (SERTEC) May 9-12, 2024 – Middle Tennessee State University

Presented by the International Tuba-Euphonium Association

Guest Artist Recital Guidelines

1. All performers must be registered participants for the Southeast Regional Tuba-Euphonium Conference (SERTEC) and must be members in good standing of the International Tuba-Euphonium Association (ITEA). Performers will not be compensated by SERTEC or ITEA for their appearance at the Conference, and it is expected that they will pursue funds from other sources to cover travel and lodging expenses.
2. Recitals will be half recitals, with each performer allowed **25 MINUTES OF STAGE TIME**. Please allow for time between pieces and for set up. Keeping the conference running on time relies on each performer sticking to this schedule.
3. Performers may bring their own accompanists or have one provided by SERTEC. SERTEC accompanists will be professional accompanists who are familiar with low brass repertoire. For those wishing to use a SERTEC accompanist, there will be a \$35 accompanist fee that will include a one-hour rehearsal and the performance. This fee should be paid to ITEA when registering for the Conference.
4. Due to limited performance space, there will not be time for rehearsal in the performance space. Performers with special needs for rehearsal, including those using recorded or electronic accompaniment, should contact Conference Host Chris Combest (chris.combest@mtsu.edu) to have rehearsal time assigned in the performance space. Please note that this time may be on Thursday evening (May 9th, 2024) and may involve arriving in Murfreesboro on Thursday.
5. **Performers Timeline:**
 - January 5, 2024:** Acceptance of invitation communicated in writing (email is acceptable) to Conference Host. Include current bio and promotional photo for inclusion on Conference website.
 - February 2, 2024: ALL THOSE USING SERTEC ACCOMPANISTS: ACCOMPANIMENTS DUE TO CONFERENCE HOST (NO EXCEPTIONS!).** Full program information, including composers' full names and dates, full titles of pieces (in program order) with all movement titles, and all names of performers submitted to Conference Host.
 - April 1, 2024:** Program proofs distributed via email to all performers, including time, date and location of performance.
 - April 12, 2024:** Final corrections and changes in program information due to conference host.
 - May 1, 2024:** Final recital programs posted to Conference website along with final version of the Conference Schedule. **NO CHANGES permitted after this date.**

*All information should be submitted in advance of the above due dates. Reminder emails will be sent one week before each due date. An extra copy of this information sheet can be downloaded from the Conference website. For all submissions and questions, contact the Conference Host.