 **San Fernando Valley Chapter, CA.**

For Valley Harmony Singers (Mixed Chorus) Applicant Routing Form, Revised 4- 16-19 By Ben Marder, President

Name of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**For all new prospective member applicants, please complete each step-in order. Each officer or member in that step will assist you. Prospective members must attend a minimum of** **three consecutive rehearsals before auditioning. This may be waived at the discretion of the Music V.P.; with the concurrence of the Music Team. Chapter officials will initial and date the form as indicated.**

Initial & Date

**Welcome, Introduction:** *Membership V.P. or member present will welcome guest upon arriving to our meeting.*

*Sign guestbook, make out name tag. Guest will receive brochure on chapter and Barbershop Harmony Society. Introduce guest to director or president. If requested give guest a guest music book for the evening.* ***Return guest music******book at end of evening.*** *Assign guest a temporary Buddy. Before break Membership V.P. introduce guest to chorus members.*

Step 1. **Voice Placement-** *Music V.P. Director, or Assistant Director.* **Voice Part -** Test *voice range of guest and* ***(Circle one****)* ***Tenor, Bass, Lead, Bari.*** *Introduce guest to their section leader.* ***Section Leader assign a Mentor*** *to guest. Mentor is a member in same section. Mentor will welcome guest each week. Mentor will introduce guest to chorus members. Mentor will try to answer any questions guest may have, and help assist them in the audition process; with the help of section leaders and Ass.Director.*

*Mentors sign Date*

*Step 2.* ***First Audition (Barbershop Polecat Song)*** *These are standard barbershop songs that all members know.*

***Membership V.P.*** *or* ***Music Librarian*** *will supply guest with sheet music and a CD with your part predominant, with three standard barbershop polecat songs. Learn one or more of the songs. Let your Mentor and Ass. Director know when you are ready to audition. The audition will be in a quartet with 3 chorus members****. It may be done privately or in front of the******chorus.***

*Assistant Director, sign and date when polecat audition is* ***passed.***

*Ass. Director sign--------------------------------------------------------------------------------------------------------------Date------------------------*

*Step 3.* ***Second Audition Chorus Repertoire Song*** *Learn one of our current repertoire songs and audition same as above.*

*Any sheet music or learning track necessary for this audition will be loaned to the guest by* ***Music Librarian.*** *Initials\_\_\_\_\_\_\_*

*Ass. Director sign-------------------------------------------------------------------------------------------------------------Date-------------------------*

*Step 4.* ***Membership Application Form*** *When auditions are approved, guest will be asked if they would like to join the chorus. If yes, they will be instructed by the* ***President or Membership V.P.*** *on how to fill out the form. Initial & Date*

*Step 5.* ***Board Approval for Membership*** *Guest will be informed at next chorus meeting of the board’s decision.*

*When approved, the following week they will be given a new* ***Chorus Music Boo****k with all repertoire songs in it; And a Current repertoire CD.*

*Step 6.* ***Pay Dues*** *They will be instructed by the* ***President or Membership V.P.*** *on methods of paying dues****.*** ***A Person of Note,*** *is**given to the person responsible for bringing the new member into the Society.* ***If no member is responsible, then the Section leader will assign the mentor as a Person of Note. This is a Gold Musical Note*** *lapel pin****.*** *Instructions will be sent to the applicant on how to pay dues. The new member will then receive a packet with certificate, polecat music book and other items including the Musical Note, which will be presented to the Person of Note by the Barbershop Harmony Society in a few weeks.*

*Step 7.* ***Order Name Badge,*** *Membership V.P. will order name badge.* ***Secretary*** *will sign you up on chapter online roster.*  ***Communication V.P*** *will help you sign up on Meet Up and the chapter website. -*

*Step 8.* ***Our Current Chorus Costume*** *Our current chorus costume is short sleeve polo with our logo on it. It comes in* ***Red (our main color)*** *and black or glen green. New member will tell costume chairperson shirt size.* ***Costumes will be purchased by the new******member. WELCOME TO THE SAN FERNANDO VALLEY, VALLEY HARMONY SINGERS***