

BANDSTANDERS

COMMITTEE BEST PRACTICES MANUAL

EVENT: Uniform Committee

TOTAL TIME COMMITMENT: Varies with event

NUMBER OF VOLUNTEERS NEEDED: 4 - 12 depending on event

AREAS OF RESPONSIBILITY FOR VOLUNTEERS: Maintain and issue marching, concert, symphonic, freshman, and jazz band uniforms

EQUIPMENT NEEDED AND QUANTITY (Chairs, Tables, Coolers, Extension Cords, Other): 5 – 6 tables (provided by school district); during fittings the Lindbergh Room is needed for several hours

SUPPLIES NEEDED AND QUANTITY (Food, Water, Other): Marching uniforms may need rhinestones ordered to replace missing on sashes and gauntlets; tuxes may need buttons purchased

WHERE/HOW TO ORDER SUPPLIES: Rhinestones- tutu.com
Tux buttons- JoAnn Fabrics and Hancock Fabrics

ADDITIONAL SUPPLIES NEEDED: Thread, needles, straight pins, elastic, hook-eyes, buttons, shoe polish needed for marching shoes (Dinkles), lint brushes, shout wipes

SET UP GUIDELINES (When? Where?): Uniform room open 15 – 20 minutes before report time

SCHOOL DISTRICT CONTACTS NEEDED AND WHEN (Copy Center, Maintenance, Room Reservation, Security, Equipment, Other): Contact activities office to reserve Lindbergh Room for fittings when needed

WHO TO CONTACT WITH QUESTIONS: Marching Uniform Chairperson, Concert/Symphonic/Freshman Uniform Chairperson

ADDITIONAL COMMENTS: There are notebooks for marching and concert/symphonic/freshman uniform with information, procedures, and routines