



Welcome

On behalf of the International Rasteder Musiktage, the largest music and marching performance in Europe.

We are excited to have you and your band perform during our four day celebration. The European Open Championships for marching show bands will start of Friday and will last until Sunday. During these four days your band can present to over 5000 spectators from around Europe in the Schlosspark next to the Rastede Castle.

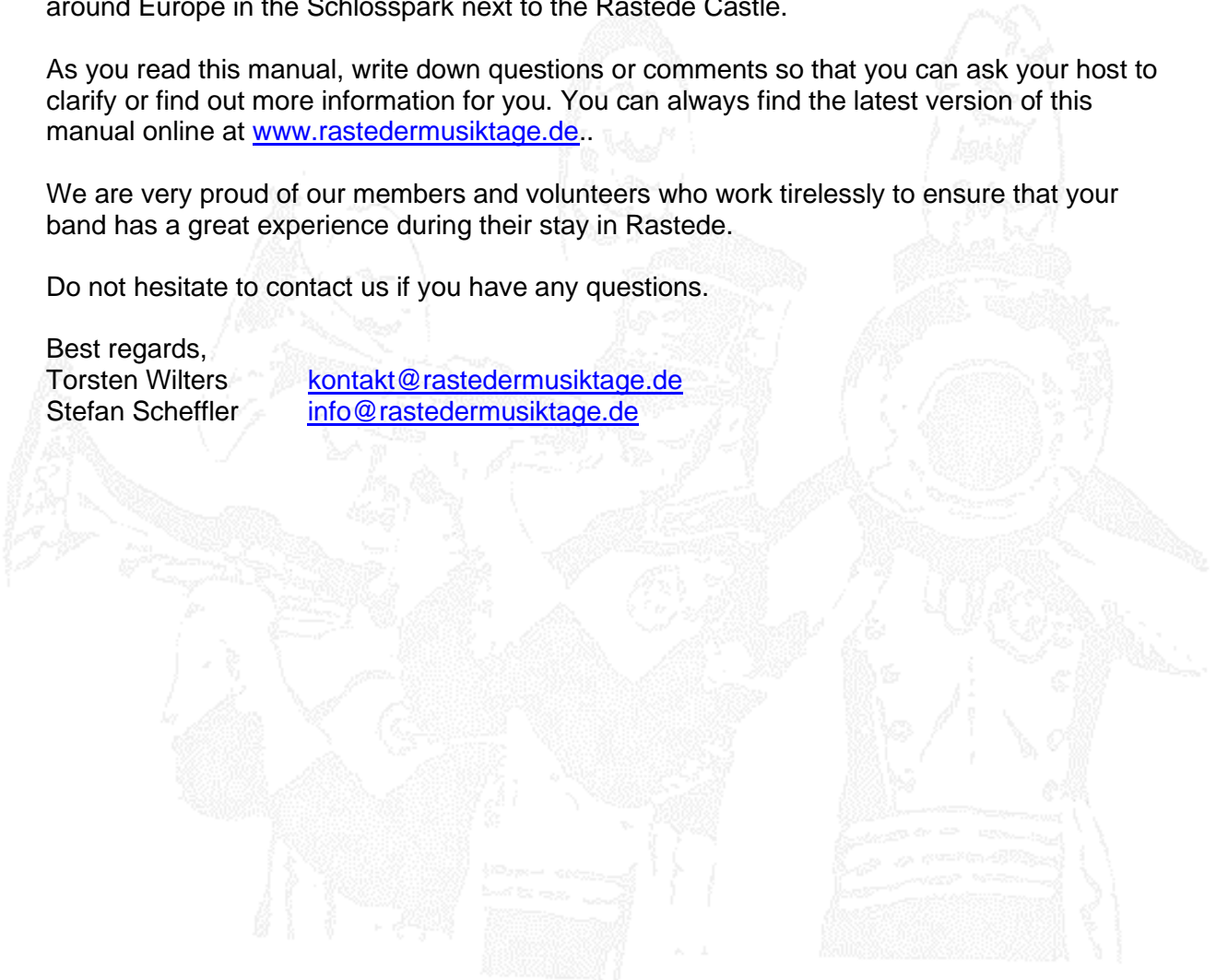
As you read this manual, write down questions or comments so that you can ask your host to clarify or find out more information for you. You can always find the latest version of this manual online at www.rastedermusiktage.de..

We are very proud of our members and volunteers who work tirelessly to ensure that your band has a great experience during their stay in Rastede.

Do not hesitate to contact us if you have any questions.

Best regards,
Torsten Wilters
Stefan Scheffler

kontakt@rastedermusiktage.de
info@rastedermusiktage.de





Band Directors Manual

General Information

Band Hosts

All band hosts are volunteers with Rasteder Musiktage. Your host will be your main contact with Rasteder Musiktage and all of your questions prior and after checking in should be directed through them. The role of your host is to help you and your band in any way that may be required for you band to enjoy Rastede Musiktage and the surrounding area during the event. Some things your host can help with are;

- Answer any questions you have before you arrive in Rastede.
- If you meet your buses at the German/European airports to provide a map for your bus driver to reach your destination.
- Assistance when planning your free time. This can help with administration, payment when booking, or information.
- Help in Emergency planning
- Meet you upon arrival

When you get to Rastede please ensure your band members, volunteers and staff are aware of the additional members to your team. Introduce your host so everyone knows who is who and why they are there. Your host will have the most current information about the events.

There are a number of websites that you can use to find information about the area.

Websites

There are a number of online rights that you can use to find information about the area.

These reasons:

- Rastede Tourism
<http://www.rastede-touristik.de> Mail: info@residenzort-rastede.de
This website provides information on the history of Rastede and accommodations
- Tourism Ammerland (our district)
<http://www.ammerland-touristik.de> Mail: atis@ammerland.de
This website provides information about our district and accommodations
- Tourism Oldenburg (our neighboring town 15 km from Rastede)
www.oldenburg-tourismus.de Mail: info@oldenburg-tourist.de
This website provides information on the history of Oldenburg and accommodation.



DEADLINES AND DATES

Important deadlines and dates

The important deadlines are listed below:

- Deadline for submitting an application form – End of March (late applications will be considered based on available space)
- If more bands register as there are starting places available (concert class, show class etc.) Then the number of participating bands per country is capped.
- The number of points achieved in the home country decides the participation.
- Many countries should have the opportunity to participate in the European Cup. That is the idea.

INSURANCE INFORMATION

All bands should take out public liability insurance for property damage and/or personal injury.

The city of Rastede and / or the Rasteder Musiktage e.V. are the owners of several venues where you will perform.

Bands staying and/or eating at the Gymnasium are staying at the Rastede School Office / State School Office. It is therefore necessary that they are insured as additional insured persons in your liability insurance.

Liability insurance is required to protect the band, the Rastede Music Festival and the parade, the City of Rastede and the Rastede School Board in the event that a band member or a member of this group damages other people's property or another person injures the public. This is not to be confused with other insurance policies that the band may have in place for its instruments or health insurance for the band members.

Bands that do NOT have the above-mentioned insurance cannot participate in the events of the Rasteder Musiktage events, including school trips.

Most bands are already insured in some form, and it is only a matter of asking the insurer to issue a certificate of insurance with appropriate endorsements. Often there is no additional premium; however, there may be small additional costs.

ACCOMMODATION

The Rastede Musiktage believes that it is important that the bands have access to affordable accommodation within the city of Rastede. Rasteder Musiktage has secured permission for the band for the Music days and the days leading up to the event to use the high school for some accommodation. Depending on the size of the band a gym or classroom may be used by your band.

The size of your band will determine the accommodation provided through this program. If these subsidies are used there are some important points to consider:

The washroom and shower facilities are shared with other groups using this facility.

Everyone who stays in the school must provide their own bedding. (Sleeping bags, pillows, and camping style mattresses.)

Bands from outside Europe can buy/rent bedding from us.

The school's supervisory staff is on duty 24 hours a day while the bands are at the school.

All people who are in the school must be counted for security and emergency purposes.



Interest of owners

The School facilities, which are available to bands, are offered to all bands participating in Rasteder Musiktage. Facilities are available only to people who are directly connected to the band, such as band members, employees and supervisors. Special accommodations will need to be arranged for bus drivers if the band will be using chartered tour buses or providing their own busing. We understand it is important for the bus drivers to have accommodations near the band.

Once all accommodation at the school is filled your host can assist in locating potential alternate accommodations, at the expense of the bands. Please be aware that hotel/motel space in Rastede un Umgebung fills quickly during Rasteder Musiktage, it is best to make your arrangements quickly.

People not directly associated with the band are asked to arrange their own hotel/motel accommodations. This should be done well in advance of your trip in order to ensure you find the best suited accommodations. Requests are prioritized on a first come first served basis. Make sure your request is clearly known by the band office and your host.

Safety of the facility

Fire safety regulations require that a complete list of the number of band members and chaperones be submitted to your host prior to the trip, but no later than 14 June. You should discuss the security of your area of the school with the school caretaker when you arrive at the school. Please report any suspicious persons or activities you notice in the school to the band Office or the janitorial staff.

Accommodation guidelines

The following guidelines must be observed during your stay at any accommodation provided by the Rasteder Musiktage. Violation may result in your immediate expulsion from the facilities and/or potential legal action:

- The use of any recording device, such as but not limited to, digital cameras, recorders, cell phones, etc. in areas of privacy like the dressing rooms, locker rooms, washrooms and shower areas are strictly prohibited.
- Absolutely no cooking is allowed on school premises, except by authorized catering personnel in specified areas
- The consumption of alcohol in the school is strictly prohibited
- The entire school is a designated non-smoking environment. Smoking is permitted outside the building, well away from any doors to the school.
- Violent or excessive rowdy behaviour is prohibited
- Any damage to school property must be reported immediately to the band office or to custodial personnel
- For security reasons, all unattended rooms must be locked
- Pay attention to your valuables and instruments.
- The organizer Rasteder Musiktage and the city of Rastede are not liable for their belongings and damages
- Chaperones are responsible for the supervision of band members

Following these guidelines will help ensure a safe and pleasant stay for all individuals at the school.

Security of personal and band property is always a concern when there are a large number of people in a facility. Keeping the doors of unattended rooms locked will help to secure your belongings. Please report any suspicious people or activities you may notice in the school to the band office and/or to custodial personnel.

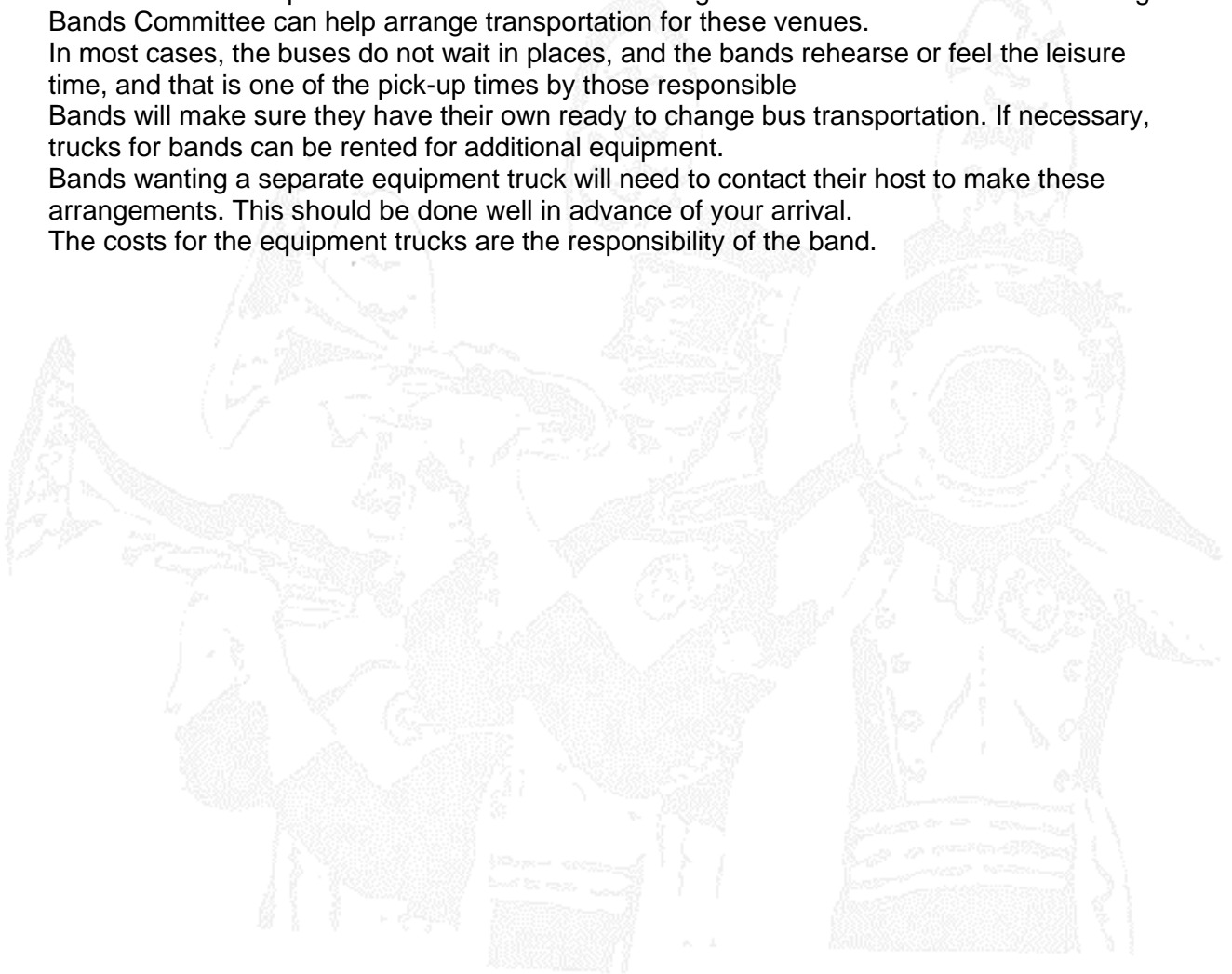


CATERING AND MEALS

Hosts will assist in making arrangements for meals at a cost to the bands.
The food is offered three times a day in the catering tent on the event site.
We offer food known worldwide (Essen Youth Hostel).
Vegetarian food must be ordered when registering

TRANSPORT

All bands from Europe who visit the Rasteder Musiktage need their own buses.
Bands outside Europe who visit the Rasteder Musiktage need their own buses. The Visiting Bands Committee can help arrange transportation for these venues.
In most cases, the buses do not wait in places, and the bands rehearse or feel the leisure time, and that is one of the pick-up times by those responsible
Bands will make sure they have their own ready to change bus transportation. If necessary, trucks for bands can be rented for additional equipment.
Bands wanting a separate equipment truck will need to contact their host to make these arrangements. This should be done well in advance of your arrival.
The costs for the equipment trucks are the responsibility of the band.





Customs

Ensure you check with German Customs prior to your trip regarding the fastest way to clear band members and equipment if you are arriving from outside of Germany by air.

Showbands Live! – Preliminary and Final Competitions

Each year, the Visiting Bands committee hosts Showbands Live!, a competition for marching show bands. It is held at Schlosspark in Rastede. Showbands Live!

Preliminaries will be held in the afternoon and evening on Friday and Saturday, the final competition will be held in the afternoon on Sunday.

- Marching show bands compete for awards in front of a live audience
- Concert Class bands compete for awards will be held in the on Friday, Saturday and Sunday
- Only amateur bands may compete, although professional bands may participate in exhibition if time permits
- Drum Line and Brass Line Battle/competition
- Due to the activity at the Rasteder Musiktage, we ask bands to be flexible as changes do occasionally occur

Community events

From time to time, the Visiting Bands committee is approached by organizations in the community that are eager to have bands perform at their Rasteder Musiktage events. These performances are perfect for small to medium size bands and provide excellent exposure to our culture.

Many of these events are willing to work with bands to provide members with a free meal, and/or may offer a small entrans prize for performing.

Please let your host know if you are interested in our Community Events and which days in your schedule you are available.

Final/Schlosspark

All performing bands are expected for the Final on Saturday evening and Sunday award ceremony.

All bands play the title "Song of Joy" together on Saturday and Sunday.

Sheet music is free of charge at www.rastedermusiktage.de

SIGHTSEEING AND ESTIMATED COSTS

Tour/performance opportunities

All of the venues/locations below are available for tours and/or performances at a cost to the band.

Rasteder Musiktage e.V.

08.07.2024