



# Dance Competition APPLICATION

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**IMPORTANT:**

- \*Application due on Friday, November 4, 2022
- \*Team rosters (list of contestants) due at time of application submittal
- \*Competition Days Saturday, November 26 and November 27
- \*Award Day Sunday, November 27
- \* Prize checks will be received at starting 15 days after the final day

**REGISTRATION FEES AND PRIZES:**

	<b>GROUP A (Ages: 5 to to 11)</b>	<b>GROUP B (Ages: 12 and up)</b>
<b>Registration Fees:</b>	\$200.00	\$250.00
<b>First Place:</b>	\$2000.00	\$2500.00
<b>Second Place:</b>	\$1000.00	\$1500.00
<b>Third Place:</b>	\$500.00	\$750.00

**\*PLEASE NOTE\***

All teams must register no later than November 4., and arrive 30 minutes (check in with the dance coordinator) before the actual dance competition(s), complete the competition rounds, keep practice area (backstage clean) and help us to control who enters the backstage area—all must have wristbands if individual is not a performer. No children are allowed in the back. All teams, teachers, and parents must maintain maintain cordial and respectful behavior with other competing groups along with the MN HNY/UHF Staff.

<b>Name of Team:</b>			
<b>Application Submitted By:</b>		<b>Group Letter:</b>	
<b>COMPETITION NUMBER:</b>			

**\*\*\* OFFICE USE ONLY \*\*\***

<b>TENDER RECEIVED:</b> (Please Mark One)	<b>Cashier's Check</b>		<b>Money Order</b>		<b>Cash</b>	
Received by MN HNY Staff:				Date:		
Verified by Staff Name:				Date:		

The United Hmong Family, Inc.

## Dance Competition Invitation Letter

Dear Contestant(s),

We are pleased to inform you the **Dance Competition** will be held on Saturday, November 26<sup>th</sup>, 2022 and Sunday, November 27<sup>th</sup>, 2022 at the River Centre during the Minnesota Hmong New Year 2018. We will announce first, second, and third place winners on Sunday, November 27<sup>th</sup>, 2022.

Anyone who wishes to compete in the Dance Competition must be with a team of at least two or more people. The team will need to designate someone to be the Team Leader. This person must be 18 years of age or older. He/she will serve as the team representative and instruct the team throughout the competition. Therefore, the Team Leader CANNOT BE listed as a contestant, a replacement/sub or an eligible person to compete with the team.

As the Team Leader, it is his/her responsibility to read, understand & sign all the necessary forms for the team to be accepted into the dance competition. All forms must be turned in by Friday, November 4, 2022 @ midnight along with fees (payment can be done with a debit card at an extra 3.5% charge) along with the registration fees as follows:

- Group A (Ages 5 to 11 years old) Registration Fee: \$200.00
- Group B (Ages 12 plus) Registration Fee: \$250.00

The necessary forms must be included for this application to be valid:

- General Rules and Information
- Application
- Team Roster Management Form, along with contestant names, etc.
- Registration Fee

To determine what age group your team will be competing in, you will need to average out the age of all the members/contestants listed on the **Team Roster Management Form** provided by your Team Leader. All names, ages, genders and birth dates of your team must be correct (with proof of ID or a letter of age verification from their school on school letterhead). Providing false age information will result in disqualification or prize revocation.

For the Dance Competition to take place, there is a required minimum of 5 teams total. If there is a shortage of teams registered by the deadline, the Dance Competition will be canceled. Team Leaders will be informed & your team's registration fees will be returned to the appropriate address provided by your Team Leader. Registrations fee are NOT REFUNDABLE (once we accepted your application & notified your Team Leader) unless the competition is canceled by the committee, not because your team decides to opt out, quit, forfeit, or no-show.

Our mission is to create an atmosphere that is professional, educational, and positive while incorporating fun to all participants and spectators alike. At the MN HNY we strive to achieve the most out of each individual competing in your performances and expect professionalism and collaboration always.

Our goal is to be able to offer more than just a singing competition by preserving a rich tradition for many more generations to come. In this packet, you will find all the general information and answers to many frequently asked questions. If you have any additional question, please contact Pako Pha 651-346-9742.

Sincerely,

MN HNY Committee

**Dance Competition's General Rules and Regulations**

The United Hmong Family, Inc.

**MINNESOTA'S HMONG NEW YEAR DANCE COMPETITION** is a competitive dance event during the Hmong New Year celebration that provides performers with opportunities to showcase the artistry and technique of various dance for media exposure and championship titles. Teams showcase their ultimate works of art in a max of six (6) minute routine. The most captivating dance routines contain a variety of dance styles, original moves, showmanship, and engaging music.

### **Age Group Categories**

We are breaking the Dance Competition into two (2) categories of competition base off of the age groups as follows:

- Group A: 5 to 11 years of age
- Group B: 12 years of age and older

To determine what age group your team will be competing in, you will need to average out the age of all the members/contestants listed on the **Team Roster Management Form** provided by your Team Leader. All names, ages, genders and birth dates of your team must be correct (with proof of ID or a letter of age verification from their school on a school letterhead). Providing false age and information will result in an automatic disqualification or prize revocation.

## **WHAT CONTESTANTS NEED TO KNOW**

### **1. Entry Criteria**

Anyone who wishes to compete in the Dance Competition must be with a team of two or more people. The team will need to designate someone to be the Team Leader. This person must be 18 years of age or older. He/she will serve as the team representative and instruct the team throughout the competition. Therefore, the Team Leader **CANNOT BE** listed as a contestant, a replacement/sub or an eligible person to compete with the team. Confirm your team eligibility by checking the following two items:

- Must have a minimum of two or more contestants in the team
- Must have a designated Team Leader to represent the team & handle all the necessary paperwork

*Note: Age is not limited, but review which competition group your team will be competing.*

### **2. Application**

- First come first serve (Space are limited). Your number in competing is your registration number.
- No Application will be processed or considered registered until all applications & registration fee is received.
- Application are not accepted by phone, email or fax (by mail only or hand it to the Program Manager).
- **Deadline for submitting application is Friday, November 4, 2022.**

*Note: The UHF & MN HNY Committee reserves the right to extend the deadline if we are not able to reach our minimum requirement with or without the contestants' knowledge.*

### **3. Registration & Fee**

- \$200.00 (Group A) and/or \$250.00 (Group B)
- Cash and cashier's check/money order payable to The United Hmong Family, Inc.
- Debit/Credit Card will automatically add on an additional 3.5% charge

*Note: Registrations fees are **NON-REFUNDABLE** once your application has been accepted unless the Dance Competition was canceled, **NOT** because your team decides to opt out, quit, forfeit, or no-show.*

### **4. Performance Requirements**

- Any style of dance is allowed
- No religion, political or death soundtrack or song for compaction
- Must have a different dance style and song for each contest

**The United Hmong Family, Inc.**

## 5. Music Requirement

### A. Audio

The Team Leaders are responsible for submitting CD/USB and provide music soundtrack to the dance coordinator one week prior to the date of the competition:

- Only one song to a CD/USB
- The team leader needs to be available with the sound person in order to confirm the right song (and the music should be numbered correctly for each performance).

It is encouraged for Team Leaders to bring extra backup CD/USBs to keep in their possession during the competition. The New Year Committee's sound technician will not adjust the speed of the music or make edits in the music. Please collect all music after the competition. UHF & the New Year Committee are not responsible for any music, or equipment, left behind after the event.

CD/USB and jewel cases must be clearly labeled with the following:

- Dance Group A or B
- Your Competition Order
- Team Name
- Team Leader Name
- Title & Artist of the track - Exactly as Registered

### B. Routines/Length

All teams must perform in a max of six (6) minute routine. Points may be deducted from each judge for exceeding the time limit.

## 6. Props

General props accepted, however it must be freestanding. Scenery or backdrops requiring the use of theater fly bars may not be used. No dangerous or oversized props. No air horns or similar devices are allowed. Special fog or smoke is not permitted unless specifically approved by MN HNY Committee. Fire, swords and knives on stage are prohibited. Simulated weapons with dull, safe edges are acceptable with approval of The MN HNY Committee Staff and Stage Managers. No liquid, gel, aerosol, glitter, or similar substance that would affect the dancing surface is allowed unless specifically approved by The MN HNY Committee. Performers must leave the stage as it was when they started their entry without any "litter". If the stage is "littered" during a routine, please be prepared to clean it up immediately after the routine is finished with the broom provided. Safety is always our main priority. Where there is a safety concern, please speak to a MN HNY Committee Staff when submitting your application. MN HNY Committee reserves the right to disallow the use of any oversized or dangerous props.

## 7. Judging and Scores

There will be a panel of judges who are well versed in all categories. The judges will evaluate each performance in the areas of technique, execution, choreography, musicality and overall appearance. All judges' decisions are final.

*Note: If there shall be any request of scores, 15 days after the competition date the scores will be available upon request. ONLY the Team Leader has the right to request to view their team individual scores at the end of the competition with a UHF/MN HNY staff. No scores will be provided after 30 days if schools or groups did not pick it up after the 15 days mark.*

## 8. Criticism

In this competition, as in any other type of competition, criticism is evident and crucial. You agree to remain open minded about any comments, judgments and criticism about your physical appearance, choice of costume apparel, modeling and speech made by the trainers, stylists and pageant coordinator. You have the right to share and discuss your opinions, concerns and feelings with us. You are not

The United Hmong Family, Inc.

required to respond to criticism from the other candidates and/or from third-party observers to avoid any conflicts. Moreover, keep in mind that all the criticism and suggestions are made to better your performance as we want you to bring out your best.

## **9. Bribery**

You agree to abstain from bribery in any form, whether monetary, valuable goods or services to anyone in the Hmong community, whether family/clan related. You shall not participate in any bribery to increase your chances of winning the Dance Competition. You are not restricted from obtaining any support and donation during this competition; however, you cannot engage in any form of monetary/soliciting bribery.

If you are suspected of bribery in any form, the MN HNY committee will investigate the issue where you will be required to provide a testimony of the turn of events, and offer additional information, as needed to complete the review of materials. In the completion of the investigation, if any individual within your team participated in the activities with bribery, we reserve the right to terminate your candidacy without your prior knowledge.

## **10. Winners Award**

- Group A: Age 5 to 11 years old
  - 1st Place: \$2000
  - 2nd Place: \$1000
  - 3rd Place: \$500
  - There must be at least 5 minimum applicants registered for contest to take place.
  
- Group B: Age 12 years of age and older
  - 1st Place: \$2500
  - 2nd Place: \$1500
  - 3rd Place: \$750

There must be at least 5 minimum applicants registered for contest to take place.

*Note: All teams will need to provide either a schools EIN (the certificate from the state of Minnesota with the organization/business' legal name and identification number) or a copy of the driver's license and the Social Security card of the individual who will be the payee to assist with efficiency for UHF's accounting and finance reporting in awarding winners of the 1st, 2nd, and 3rd place award. All teams must complete the W-9 forms to prepare for awarding. If any time is not awarded, the financial information will be shredded. Please see program assistant to complete the form before receiving your award. Checks will be available 15 days business after the event. Teams will need to call UHF a time for pick up of the prize checks.*

## **11. Tie Breaker**

There are three prizes to be awarded to the top three scores of the Dance Competition. In the event of a tie, there will be no rematch between those teams that are tied. Those teams will just be awarded with the same place and the money will be split up between them.

**Some of the scenario that could happen during a tie:**

### **A. In the event of a tie between two teams for first place, there will be no 3rd Place:**

- The two teams will be named FIRST PLACE
- The 1st & 2nd Prize money will be added together & split evenly between those 2 teams
- The winner of 2nd Place will remain as 2nd place, but awarded with prize money of a 3rd Place.

**B. In the event of a tie between three teams for first place, there will be no 2nd & 3rd Place:**

- The three teams will be named FIRST PLACE
- The 1st, 2nd & 3rd Prize money will be added together & split evenly between those 3 teams

**C. In the event of a tie between two teams for second place, there will be no 3rd Place:**

- The two teams will be named SECOND PLACE
- The 2nd & 3rd Prize money will be added together & split evenly between those 2 teams
- The 1st Place winner will remain the same with place & award

**D. In the event of a tie between three teams for second place, there will be no & 3rd Place:**

- The three teams will be named SECOND PLACE
- The 2nd & 3rd Prize money will be added together & split evenly between those 3 teams
- The 1st Place winner will remain the same with place & award

**E. In the event of a tie between two teams for 3rd place:**

- The two teams will be named THIRD PLACE
- The 3rd Prize money will just be split evenly between those 2 teams
- The 1st & 2nd Place winner will remain the same with place & award

**F. In the event of a tie between three teams for 3rd place:**

- The three teams will be named THIRD PLACE
- The third-place prize will be split evenly between those 3 teams
- The 1st & 2nd Place winner will remain the same with place & award

**12. Photo Release**

For Valuable consideration, the receipt and sufficiency of which are hereby acknowledged, you hereby agree as follows: you hereby give and forever grant to Minnesota Hmong New Year, licensees and producers or publishers of its promotional material and their successors and assigns, the right to use, publish and copyright your picture, portrait and likeness, in whole or part, including alteration, modifications, derivations and composites, in advertising and promotion of Minnesota Hmong New Year committee throughout the world. This right shall include the right to combine your likeness with others and to alter your likeness, by digital means or otherwise, for the purposes set forth herein. This right shall include any photography and all video recording of you to keep for MN HNY.

**CONTESTANT RESPONSIBILITIES**

**Check In** – There will be a check-in table set-up by the Program Manager for all contestants to check in. This table usually located to right side of the by stage. The Team Leader must sign in at least 2 hours before the dance competition to confirm the attendance/presence of the team.

**Audio** – tape or CD soundtrack must be submitted to the dance coordinator one week prior to competitions.

**Winner Duties** - First place winners are required to perform at least one performance after receiving the winning announcement award. These performances will be held on the last day of the New Year celebration after the crowning of the pageant.

**First, Second & Third Place Contestants in the Dance Contest** – agree to perform at the following year's Minnesota Hmong New Year and at the Hmong Freedom Festival Grand Opening Ceremony.

## CONTEST RULES

- Only registered contestants may participate in the competition; any unregistered replacements are not allowed.
- Contestants who violate the contest policies and rules will automatically be deemed as non-compliance, deeming automatic disqualification and/or expulsion of the individual/group from the competitions and/or the Minnesota Hmong New Year. Due to the seriousness of the offense (i.e. involving criminal behavior), additional fees may apply. The issue may also be reported with local authorities according to the city of St. Paul.
- Contestants are also automatically terminated from the rest of the competition if they have missed the contest schedule.
- Any contestant involved in any form of fighting or physical dispute, regardless of the cause, shall result in an automatic suspension for the remainder of the competition; additionally, he/she may be asked to leave the Minnesota Hmong New Year site and be barred from participating in future competitions.
- Only the registered contestants, dance instructors, and assigned make-up/costume artists, are allowed in the backstage. No additional family members, and or friends, are allowed for the safety of all the contestants.
- MN HNY has the right to change or cancel any competition at its sole discretion.
- MN HNY is not responsible for any lost or stolen item and will not liable for any accident or injury occurred before, during, and after your competition.
- MN HNY reserves the right to use any media materials such as audio, videotapes, pictures, and any recorded materials during the event for advertising or other promotion purposes.
- MN HNY Program Managers reserves the right to terminate any contestants from competition at any time without any cause of the above.
- MN HNY requires all teams to wear appropriate uniforms and may require identification of all competitors at any given time.

## AGREEMENT

By signing this competition agreement, I have read and fully understand the rules and regulations of the competition. I also understand the decisions of the judges are final and this competition is offer to me without any agreement. Therefore, I agree to have no judgment against Minnesota Hmong New Year. If I disobey this agreement; the New Year Committee or program manager have the right to terminate me from the contest, and future events, without notice.

Team Name:	
Team Leader Legal Name (Print):	
Team Leader Signature:	Date:
Address:	
Phone Number:	
Email:	

# THE RESPONSIBILITY OF A TEAM LEADER

## **Team Leader**

Team Leaders are the administrative interface between team and the Program Manager of New Year Committee. As such they are required to perform the tasks outlines below:

### **A. Handling all the necessary paperwork**

The team leader must read, understand and share with the team all the following forms, rules, and regulations as a competitor for the event:

1. General Rules and Regulation
2. Application
3. Team Roster Management Form
4. Registration Fee

### **B. Attend Team rep meetings (if there are any)**

The Program Manager & the New Year Committee conducts Team Leader Meetings to review and update team reps on rule or policy and procedure changes. Team Leader are REQUIRED to attend these meeting in person or to designate a teammate to represent the team.

### **C. Communicate with your team**

It is the team leader's responsibility to pass on all information that is presented at the team rep meetings. If a representative attend the meetings in lieu of the team leader, the team leader is still accountable for disseminating this information to their team.

### **D. Maintain all team information current**

If your team name or contact information changes during the season you need to let us know right away.

### **E. Assign as the team captain during the dance competition**

The team leader will serve as team captain during both days of the dance competition, but if they are not at the competition the team will need to communicate with the Program Manager & assign someone to step in and will be considered the acting captain (at the time being).

### **F. Pick up all trash after performance**

The team leader needs to make sure his/her team is being responsible for leaving the competition stage and the area back stage clean by picking up all trash (including tape, water bottles, wrappers, etc.). Failure to do so may result in disciplinary actions in future competition with the Lao Family Foundation.

### **G. Be a good example**

The team leader needs to reinforce a positive attitude on and off the stage. The atmosphere you create your members will follow. You have a lot of control of your team this way.

### **H. Know the rules**

The team leader is responsible and held responsible to learn and know the MN HNY's Rules and Regulations. This includes the Dance Competition Rules, Registration procedures, and Disciplinary and Rules Committee Operating Procedures and Sanctioning Guidelines.

### **I. Registering contestants**

It is the team leader's responsibility to understand all the procedures and deadlines for registering contestants. You need to work with new performers to make sure to pass this information on to them correctly. No new additional performers can be added with the team roster after the Team Roster Deadline on Friday, November 4<sup>th</sup>.



**J. Managing your team roster**

Along with this application, each contestant will be provided a Team Roster list for registration with the application. After orientation, no more changes to the roster are allowed. This form indicates the legal name, gender, and birth dates of the entire team of contestants within the group. A contestant is NOT considered a valid registered contestant unless their information is on the form.

**K. Uniforms/Appeals**

Uniforms are not a requirement, but it is team leader’s responsibility to provide appropriate clothing for their members.

**L. Being a Team Leader is a privilege, not a right.**

The Program Manager & New Year Committee reserves the right to accept, reject, or terminate any performer, in the opinion of the board, if the contestant does not support the Minnesota Hmong New Year’s mission or does not meet our expectations as listed herein.

**M. Other responsibilities**

1. Serve as the team representative/main contact person always
2. Responsible to place the team in the appropriate age groups
3. Responsible to average out the age of all the contestants that listed in the Team Roster Management Form
4. Responsible to provide all the necessary information of all contestants in the Team Roster Management Form
5. Responsible to obtain signatures of parents or guardians for any contestants under the age of 18 years old. Also, the team leader will need to obtain all contestants competing in the dance competition to confirm understanding of the rules and regulations, along with confirming his/her participation within the competition

*Note: A Team Leader can be a coach, instructor, parents or any member from to the team. However, the Team Leader CANNOT BE listed as a contestant, a replacement/sub or an eligible person to compete with the team.*

I have read the Responsibility of Team Leader agreement; I understand and agree to all policies.

Team Name:			
Team Leader Legal Name (Print):			
Team Leader Signature:		Date:	
Address:			
Phone Number:			
Email:			

## DANCE COMPETITION APPLICATION

### 1. TEAM LEADER INFORMATION

Team Leader Name:

Gender:  Male  Female

Mailing Address: \_\_\_\_\_

Phone: (            ) \_\_\_\_\_

Email: \_\_\_\_\_

### 2. TEAM INFORMATION

Team Name: \_\_\_\_\_

Type of Dance: (Ex: Modern, Hip Hop, Tradition, and etc) \_\_\_\_\_

Music/Song Title: \_\_\_\_\_

Artist Name: \_\_\_\_\_

Length of Music/Song: \_\_\_\_\_

#### **Brief Description of Your Performance:**

### 3. AGREEMENT & PERMISSION

By signing this contract, I understand that I must be 18 years of age and I will serve as the Team Leader to represent the team at all time. Therefore, I cannot compete in the Battle of the Bands competition, nor can I be listed as a sub/replacement or a contestant with the team.

I understand that Parents are required to sign in the TEAM ROSTER MANAGEMENT FORM if contestants are under 18 years of age.

As the Team leader, I agree that if my team places either 1st, 2nd or 3rd place in this competition, my team will serve as a role model and perform any related duties as requested by Minnesota Hmong New Year throughout my award year. I also understand that all pictures and documents of my competitions will be kept and used as needed for the Minnesota Hmong New Year as record and future presentation. I also agree to abide by one of the criteria specified as the placing team(s) to provide performances at the next MN HNY event, the Hmong Freedom Festival, and/or other events as deemed necessary by the United Hmong Family, Inc.

The United Hmong Family, Inc.

# DANCE TEAM ROSTER MANAGEMENT FORM

Team Leader Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

## 1. TEAM MEMBERS

*\*Parent is required to sign this form if member is under 18 years of age.*

*\*Member of 18 of age or older can sign on their own.*

#	CONTESTANT NAME(S)	AGE	DATE OF BIRTH	GENDER	PARENT SIGNATURE (under 18 years of age)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					

21.					
22.					
23.					
24.					
25.					
26.					
27.					
#	CONTESTANT NAME(S)	AGE	DATE OF BIRTH	GENDER	PARENT SIGNATURE
28.					
29.					
30.					
31.					
32.					
33.					
<b>AGE TOTAL:</b>					
<b>AVERAGE AGE:</b>					

**2. AGREEMENT & PERMISSION**

By signing this contract, we as Team Leader, Team Members & Parents:

- Authorize our sons/daughters/ to participate in the dance competition.
- All the names, ages, gender are correct.
- Only registered contestants may participate in this competition; any unregistered replacements are not allowed.
- Contestant who violates the contest policy, Minnesota Hmong New Year has the right to terminate him/her for the competition without refunding of any register deposit.
- Contestant is automatically terminated from the rest of the competition if contestant(s) missed the first contest schedule.
- Any violation of these terms and conditions by any contestants or members of a group will result in appropriate actions being taken against the individual/group including but not limited to; disqualification and/or expulsion of the individual/group from the competitions and/or the Minnesota Hmong New Year.
- Any contestant involved in any form of fighting or physical dispute, regardless of the cause, shall result in an automatic suspension for the remainder of the competition; additionally, he/she may be asked to leave the Minnesota Hmong New Year site and be barred from participating in future competitions.

**The United Hmong Family, Inc.**

- MN HNY has the right to change or cancel any competition at its sole discretion.
- MN HNY is not responsible for any lost or stolen item and will not liable for any accident or injury occur before, during and after your competition.
- MN HNY reserve the right to use any media materials such as audio, videotapes, pictures, and any recorded materials during the event for advertising or other promotion purposes.
- MN HNY Program Managers reserved the right to terminate any contestants from competition at any time without any cause of the above.
- MN HNY requires all teams to wear appropriate uniforms and may require identification of all competitors at any given time.

**Team Leader Name:** \_\_\_\_\_

**Team Name:** \_\_\_\_\_

Team Leader Signature \_\_\_\_\_ Date: \_\_\_\_\_