



Pennsylvania Federation of Music Clubs

SEND TO: Ruthann Harvey
185 Five Springs Road
Stroudsburg PA 18360
570-992-6624
(Philadelphia North Festival Cup Chairperson)

The festival cup form is to be mailed to Ruthann Harvey, your Cup Chairman.

Dear Teachers,

Though most of you know the rules of the Festival, please use the following as your guideline:

1. Fill out Festival Cup forms according to directions on the form.
2. Make a copy of the completed form.
3. Send in one copy of the form to me, Ruthann, with a check. The cups are **\$6.00** per event.
4. Keep a copy for your records.
5. **All checks should be made payable to PFMC.**
6. If a student pays for Festival Cup and is unable to participate that year, he/she will be able to use that money towards the following year's Festival Cup participation.

This must be completed no later than January 16th.

7. Mark concerto entries Junior or Senior Concerto; points are different for Senior Concerti.
8. Also, identify your vocal events as Art Song or Musical Theater since points cannot be combined until the Senior year.
8. All Cup entries must be on official forms; if you have Microsoft Word and would like to complete your forms on your computer, I have included that form. (Please note though that you cannot file your application by e-mail.) Otherwise, please use the PDF form.
9. Points are as follows: Superior, 5; Excellent, 4; Satisfactory, 3; Fair, 2; Needs Improvement, 1. For Senior Concerti, the points are: Superior, 8; Excellent, 7; Satisfactory, 5; Fair, 3; Needs Improvement, 1.

Immediately following Festival, I will e-mail each teacher verifying the list of student(s) eligible for Cups with their total points and the size of the cup earned. Please return this list promptly, confirming the information, or indicating any discrepancies. Cups will be ordered only after records are verified with each teacher. The cups will be sent directly to each Federated Club for distribution, unless other arrangements are made.

Please notify me immediately of any errors or damaged cups.

If you have any transfer students from another state, please send me the following information: name of former club(s) and teacher(s), location of each Festival the student participated in, and the years which the student participated in.

If you have any questions, please feel free to call or e-mail me.

Sincerely,

Ruthann Harvey
Philadelphia North Festival Cup Chairman
mandrharvey@hotmail.com