



March 29, 2024

Dear Director:

Welcome to the 2024 NESBA Winter Guard Championships sponsored by NESBA in conjunction with Salem High School. Please take a few moments to familiarize yourself with the following information:

DATE OF CONTEST: Saturday, April 6, 2024

SHOW SITE: Salem High School
77 Willson Street
Salem, MA 01970

START TIME: 12:00 PM – Salem High School will open at 10:30 AM. Please respect this time.

GUARD CHECK-IN: *Guard Check-in will be located at the back part of Salem High School.*

Please note: All guard members are required to enter the building at this entrance. Please inform all of your members, as we realize many units do not travel together as a group to contests.

****FLOOR, PROPS, AND EQUIPMENT:** Should be brought to the entrance in the back of the school. You may unload and then move vehicle out of that area. There is limited space for props and equipment. ***Please Take Your Props/Equipment Out of The Building Immediately Following Your Unit(s) Performance(s).***

LOCKER ROOMS: Dressing rooms are available. We advise that one adult from each organization stay with your group while they are in the dressing area. Please advise your performing members not to bring valuable personal items with them. NESBA and Salem High School cannot be held responsible for personal property.

USE OF BUILDING: ***There is absolutely No Smoking in the building or on school grounds.*** We ask that you advise and enforce this policy with your members, staff(s) and parents.

ADMISSION: Cost for spectators will be \$20.00 for adults, Students & Senior Citizens \$15.00 children aged five and under are free.

STAFF PASSES: Staff passes will be accepted at finals. Cost for any additional staff and chaperones \$20.00.

WARM-UP GYM: The Equipment warm-up gym is located by guard check in area. Please be considerate of others and stay within your allotted warm-up time. Body Warm up – will be in the Auditorium. There will be a logistical schedule with warm-up times.

There is a corridor up by the cafeteria to stretch prior to Body Warm Up. Please share this space. Please do not warm up in main entrance area or in corridor from main entrance to the GYM.

AWARDS & FULL RETREAT: There will be two full retreat award presentations. First Awards at 2:52 PM and Second Awards 8:37 PM. Following the performance of the last unit in each half of the show, unit leaders will be asked to report to the warm up area. Leaders will be brought on to the gymnasium floor. After they are in place, we will ask all remaining members to file in a straight line behind their leaders so all members can be on the floor and receive recognition at the awards. Each class winner will come forward and members will receive their champion medallions.

FIRST AID: A medical person will be located at the bottom of the stands by the ramp.

HORIZONTAL CENTER LINE: We will be utilizing the Horizontal Center Line process to bring units onto the floor. Enclosed is a diagram. Should you have any questions regarding this, please see Tony DiCarlo prior to your unit's performance. Units will setup on the backside of the floor and exit front to performers left and up ramp.

BUS & EQUIPMENT TRUCK PARKING: After Guard drop-off at check-in, buses and equipment vehicles should be brought around towards the back of the school behind the field house there is a parking lot. You can park there until it is such the time for your group to load and depart. Please keep from parking your buses or equipment vehicles in the front parking lot. ***Due to fire department code, the entire back area of the school is a fire lane and no buses, trucks or any type vehicle(s) can be parked there.*** Also, equipment trucks/vans cannot stay in the area leading to Guard Check-in.

NESBA APPAREL

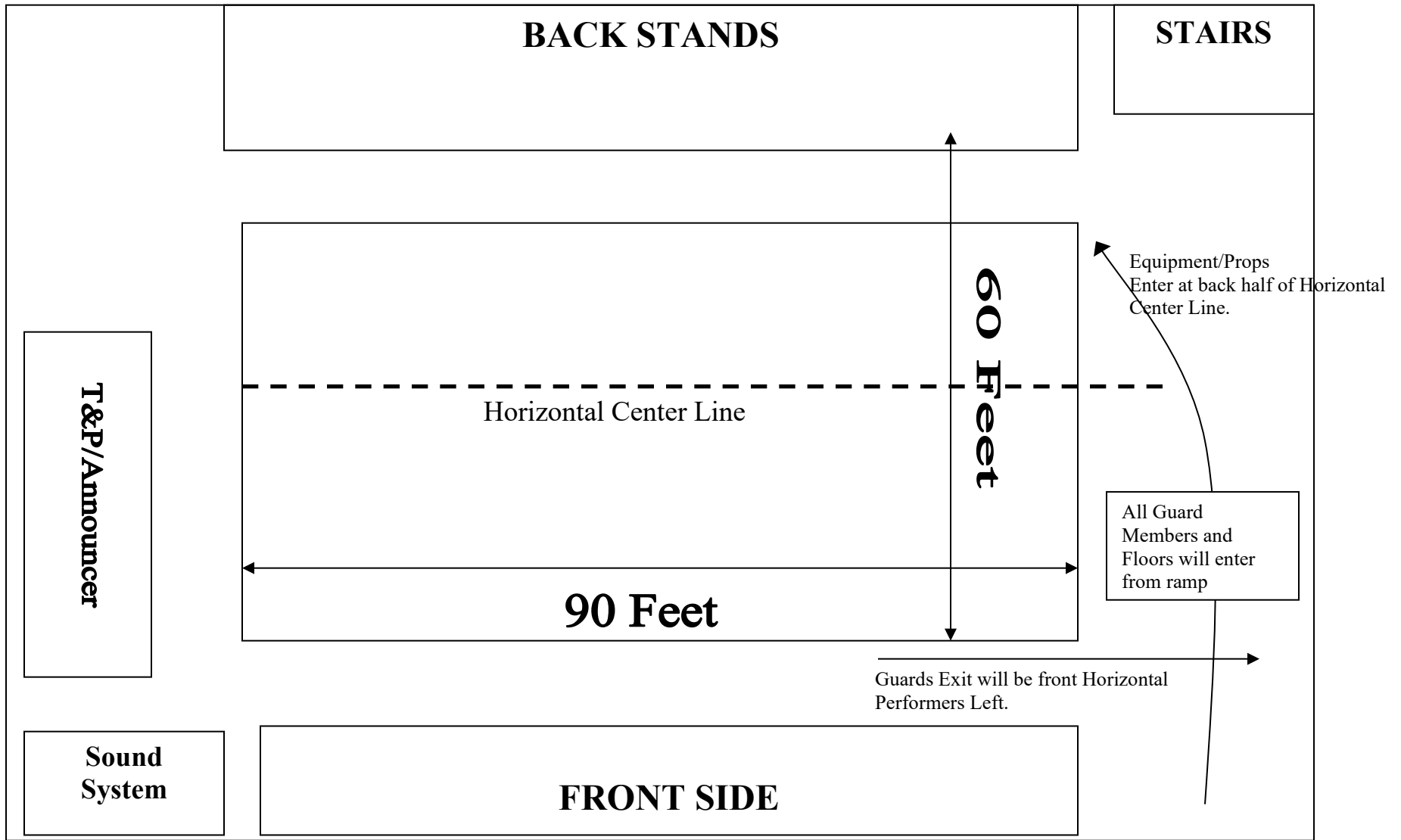
Fine Design will be at the NESBA Finals with apparel that celebrates the NESBA Season! Please let your group know!

If you have any questions, please call me at my cell phone (617) 797-7534. See you in Salem and Good Luck!

Sincerely,

Lennie Machado

Lennie Machado
President





School Driveway Entrance

RED line indicates roadway to Unit/Guard Entrance

Spectator Parking

Unit Parking

Spectator Entrance

Bowditch School

Guard Entrance

GYM