



Dear Event Director:

Jolesch Photography would like to thank you for the opportunity to photograph your event. We are now planning our calendar, staffing and preparing for your event.

Below is an **EVENT INFORMATION FORM**. Please fill this out as soon as possible and return it to us via fax to 515-278-6334, email or mail to the address below.

Please include the following items when returning the Event Information form:

1. A contest time schedule and performance order.
2. Directions to the site.
3. A layout/schematic map of the location, indicating where photos are to be taken.
4. Participating director names, addresses and emails if available.
5. If we requested, Student/Parent worker names if available at time of faxing.

We understand this is a busy time of year, however, this form and requested information is essential to providing you and your organization with superior service.

If there are any questions about the form or our requests, please call Travis at 800-833-6769 x1114 or Lauri x1124. *Emergency contact day of event. Alan 515-991-1534.*

We appreciate your loyalty to Jolesch Photography and look forward to working with you.

Sincerely,

The Jolesch Photography Team



JOLESCH PHOTOGRAPHY

Event Information Form

This form must be completed and returned as soon as possible.
Please fax to 515-278-6334, or email to address below

Event Name: Colorado Bandmasters Association 4A/5A State Championships
Date of Event: Nov. 2 & 3, 2012 PRELIMS Start Time: 9:00 am 11/2 End Time: 6:00 pm 11/2
8:30am 11/3
Number of Groups Expected: 58 Number in Largest Competing Group: 160
Location of Event: Falcon Stadium, United States Air Force Academy
Location Address: _____
City: Colorado Springs State: CO Zip: _____

Photography Set-up Location: North side of stadium next to entrance tunnel
Approximate distance in feet to the closest electrical outlet: unknown, same as 2010
Web-site Address: www.cbamarching.com

*** If the directions and layout of location are not available on your web-site, please include with this form when mailing or faxing.

SITE CONTACT(S): Nick Kiger
Phone 1: 719-333-9024 Phone 2: _____
Email: nicholas.kiger@usafa.edu

LOGO INFORMATION: We will place your event's color or black and white logo next to the title on the group photos and use your logo on plaques and other specialty products. Please email a high resolution logo in an .eps or .psd format to logos@jolesch.com.

At least 10 days before the event, we must have the performance schedule, directions to the site, and a map indicating where group photos are to be taken. We will also need director names, addresses and emails. Please include this information when returning this form or by email to bands@jolesch.com.