

To ALL Choir Members' Parents

Make all checks or money orders payable to "**Copley Music Boosters**" and place an appropriate phrase in the memo line. It is best not to send cash. We cannot accept credit/debit cards.

1. Please complete the bottom half of the Music Boosters Contact form with parent information, along with a section for each choir student. The Music Boosters Contact form is not needed if the student is also a member of the Copley Marching Band (as the form was turned in when fitted for the marching band uniform in April/May).
2. **The invoice deposit of \$25 and last four (4) pages from the packet are due no later than Friday September 13, 2019.**
All payments and paperwork are to be put in an envelope with student name and "choir fees" on the outside. The envelope is to be placed in the Boosters' blue mail box in the music hallway. Doing so minimizes the delay for cashing checks.
3. The Music Boosters relies on volunteers to help with the music department events. Please review the volunteer opportunities to see where a few hours of time might work in your schedule. This form is required.
 - a. The left column is primarily food concession help at the various Copley sporting events, and general fund-raising opportunities. Signing up for a sport does not commit you to the entire season. Volunteering at just one game takes only 2-3 hours and no prior experience is needed; "we can train you".
 - b. The right column is primarily uniform/choir attire help. Help is needed to fit the students; no prior experience is needed; "we will train you". Help is also needed to hem dresses and tuxes after the September fittings. It is simple hand sewing; no sewing machine is required.
 - c. If you are unable to volunteer this year, mark the "unable to volunteer" area in the upper left under parent name.
4. Each student will be measured and fitted for a choir 'uniform'.
 - a. If the student wears a tuxedo, a tux shirt will be ordered as necessary for choir. Note that the cost will be adjusted if a tux shirt was already ordered during the marching band fittings last May.
 - b. If the student wears a dress, black close-toed shoes with a heel no higher than 1.5 inches are required. NOTE: Once chosen, the shoes are to be the same ones worn all year. Dresses are measured for hems at the fittings, and this takes into account the heel height.
 - i. The student can purchase their own shoes within the above requirements. Suggestions are Zappos, Famous Footwear, and Designer Shoe Warehouse.
 - ii. A very *limited* number of new shoes are available for purchase through the invoice. First come, first served on sizes.
5. The \$25 deposit is required no later than Sept 13, which covers the dry-cleaning. Any remaining balances must be paid no later than Thursday October 3. Students will not receive items ordered if there are fees outstanding. All payments not turned in during the actual fittings are to be put in an envelope with student name and "choir fees" on the outside. The envelope can be placed in the blue mail box in the music hallway. Doing so minimizes the delay for cashing checks.
6. **Advanced notice:** Students in choir for 2019-2020 with outstanding fees for prior years are expected to complete payment for those past years by October 17, 2019; these fees have already been reported to the guidance office. Students will be notified in early October of any 2019-2020 outstanding fees. Payment of past fees at fitting time is much appreciated.
7. Choir fitting dates will be announced in class the first week of school.
NOTE: Paperwork and deposit must be turned in no later than Friday Sept 13, unless an email is sent to the Music Boosters' Invoice Administrator noting when the paperwork / deposit will be turned.
(email CMBMusicFees101 @ gmail.com).