



# Application to Host a 2026 NCBA Marching Band Show

School Name \_\_\_\_\_

Director (s) \_\_\_\_\_

School Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Email(s) \_\_\_\_\_

Cellphone \_\_\_\_\_

NAfME # Exp Date \_\_\_\_\_ Exp Date \_\_\_\_\_

NCBA District \_\_\_\_\_ Date of Show \_\_\_\_\_

Location of Contest \_\_\_\_\_

Anticipated Number of Participating Bands \_\_\_\_\_

Contest Director \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Assistant Contest Director \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

\*This individual is a person that the chief judge can contact if they need assistance and are unable to reach the contest director during the competition.\*

Contest Director Email Address(s) \_\_\_\_\_

Contest Website Address for Posting on NCBA Website \_\_\_\_\_

## **CHIEF JUDGE - REQUIRED**

NCBA will provide a sanctioned Chief Judge for each marching band show. NCBA will pay \$450 to the chief judge (\$350 from host and \$100 from NCBA) as a standard state fee. **The Chief Judge can be a caption judge, at the discretion of the show host.** Each show host will still pay travel expenses for the chief judge, just as other judges. Each show host also has the right to pay above the state fee. If you have a preference or have already contacted, or prefer a specific chief judge please list below:

Chief Judge: \_\_\_\_\_

Contact Info: \_\_\_\_\_

Will your chief judge be a caption judge? Circle one:                      Yes                      No

Will you be using Competition Suite? Circle one:                      Yes                      No

Is this your first time hosting an NCBA show? Circle one                      Yes                      No

If so, do you commit to hosting an NCBA show for at least two years?                      Yes                      No

N/A

**Application Fee:** Include a check for \$250 made out to NCMEA with the application and contract *POSTMARKED BY August 1, 2026*. Once your chief judge has been assigned, a second check for \$350 made out to the assigned Chief Judge will be required before the adjudicators' placemats will be sent. *This check should be dated for the day of your show.*

Please mail application, contract, and application fee to:

Olivia Dove Spell, Committee Chair  
NCBA Marching Band Committee  
6875 Applewhite Road  
Wendell, NC 27591

**Questions - Contact the marching band committee chairperson:  
Olivia Dove Spell - [oliviadove@johnston.k12.nc.us](mailto:oliviadove@johnston.k12.nc.us)**

**NCBA Caption Judges**

Music Performance Ensemble: \_\_\_\_\_

Credentials: \_\_\_\_\_

Music Performance Individual: \_\_\_\_\_

Credentials: \_\_\_\_\_

Music Effect: \_\_\_\_\_

Credentials: \_\_\_\_\_

Visual Effect: \_\_\_\_\_

Credentials: \_\_\_\_\_

Visual Performance: \_\_\_\_\_

—

Credentials: \_\_\_\_\_

**Additional Caption Judges:**

Caption: \_\_\_\_\_

Individual: \_\_\_\_\_

Caption: \_\_\_\_\_

Individual: \_\_\_\_\_

Caption: \_\_\_\_\_

Individual: \_\_\_\_\_

Caption: \_\_\_\_\_

Individual: \_\_\_\_\_

## **Contract to Host NCBA Marching Contest**

To help promote consistency in our activity, aspects of every NCBA Competition are held to the same standard. By consenting to host an NCBA event, you agree to the following guidelines:

- The contest will follow the rules and regulations in the NCBA Marching Competition & Adjudication Manual.
- Five adjudicators must be hired to evaluate bands in the format described in the NCBA Procedures Manual. These captions include: Music Performance Ensemble, Music Performance Individual, Visual Performance, Music Effect, and Visual Effect. One of these individuals may also serve as the Chief Judge. The host director/contest director will also have to secure someone for timing and penalties, and for tabulations.
- All numerical values and point distributions as well as award determination must be followed exactly as described in the procedures manual.
- The application fee of \$250 must accompany your contract and application.
- The \$350 for the Chief Judge honorarium must be received before judges' placemats will be sent.
- The NCBA Procedures Manual must be updated to include show specific details and be distributed to all bands (email distribution is acceptable) entered into your event **at least 10 days prior** to your contest.
- You may present awards for Drum Major, Percussion and Auxiliaries only if separate judges are hired for these captions. The NCBA Marching Band Committee reminds the show host and all participating bands that we have no administrative control over the officiating of or adjudication of these captions.
- If, for any reason, your show is canceled, you should contact the marching band committee executive administrator and chairperson immediately. Application fees will be refunded as quickly as possible, or may be credited to the next calendar year.
- The host director must be a member in good standing of NCMEA/NAfME. An assistant director or band booster may be the Contest Director/Assistant Contest Director.
- Contest directors must use the NCBA approved tabulation system and return it to the executive administrator by the first Monday following the event. This may be done by way of the Chief Judge.
- All contest adjudicators must be contracted before August 1, 2026. The names of the contest adjudicators must be shared with the committee executive administrator and chairperson on or before August 1, 2026. Please also provide any credential information you can about your judges, specifically in regards to the NCBA Judges Training sessions.

NCBA will perform the following:

- Provide a show host placemat, judges placemats for the 5 adjudicated captions, a timing and penalties form, the NCBA tabulation system OR Competition Suite information, and procedures manual for your competition no later than **two weeks prior to your event**.
- Publish your contest and list your competition judges on the NCBA website contest list as soon as they are received by the committee chairperson.
- Assign and pay \$450 (\$350 from host and \$100 from NCBA) to a Chief Judge for your competition, with your input.
- Publish your recap sheet on the NCBA website following your event.

## **Agreement and Signature**

I have read the NCBA CONTRACT TO HOST A MARCHING CONTEST and agree to follow the included guidelines. I also understand that if I do not follow the above guidelines my school will not be able to host an NCBA marching band event during the 2027 season.

\_\_\_\_\_  
Signature of Host Band Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Marching Band Committee Executive Administrator

\_\_\_\_\_  
Date