Introduction

Homecoming is the celebration of all things encompassed at the University of North Florida. Homecoming 2016 will be February 13th to February 20th. All parts of The University of North Florida’s community are encouraged to participate; from students to faculty members, Greek organizations to clubs, there is an event for everyone to enjoy.

All information regarding Homecoming 2016 is found within this packet. This includes a detailed description of each event, the rules and how the points are allocated. It is important that each organization’s Homecoming representative turns in all applications. Osprey Productions is in charge of the student side of Homecoming. The External Assistant Director of Osprey Production is the person planning Homecoming and is available on contact to answer any questions you may have.

Please read through this packet thoroughly. Complete, **time stamp**, and return the attached applications no later than **Friday, January 29th, 2016 at 5:00 p.m.** to the Student Government Rotunda on the 3rd Floor of the Student Union (Building 58 East). Keep in mind: the Lip Sync forms and Mr. and Ms. UNF applications will be due on **Monday, February 1st, at 5:00 p.m. with a time stamp**. All rosters must be **typed** and attached to the packet upon turn in and emailed to the External Assistant Director at the email listed below. Please have your Homecoming Representative keep a copy of all materials including applications and rosters. PLEASE NOTE ALL OF THE DEADLINES! LATE APPLICATIONS WILL NOT BE ACCEPTED!

For any questions, please contact Tia Wrigley, Osprey Productions External Assistant Director, at OPEExternal@unf.edu or (904) 620-4386.

Those who require reasonable accommodations in order to participate must notify Tia Wrigley at the above email or phone number at least five (5) business days prior to the event.

***Dates to Remember***

**Friday, January 29th** - Turn in Homecoming applications with Homecoming roster at 5:00 p.m. in the SG Rotunda with a timestamp. Adopt-a-Player and Mr. and Ms. UNF applications are due along with any other participation forms and rosters.

**Monday, February 1st** - If applicable, turn in Lip Sync roster with music and performance sheet at 5:00 p.m. with a timestamp.
2016 Participation Form

APPLICATION FORM AND ALL OTHER HOMECOMING FORMS should be time stamped and are due by January 29th, by 5:00 p.m. to the Student Government Rotunda in the Student Union Building 58 East/3rd Floor. Lip Sync forms and roster are due February 1st, by 5:00 p.m.

Student Organization (optional):

Team Name (if different from organization name):

Number of people on your team (please also attach roster):

Homecoming Contact:

Phone Number: ____________________________ Email Address: ____________________________

Secondary Contact:

Phone Number: ____________________________ Email Address: ____________________________

Preliminary Approval:

By signing below, I, as the Homecoming Contact and Secondary Contact hereby state our intentions to participate in Homecoming 2016 and the events affiliated with it, both listed and not listed above. The team preliminarily accepts the rules and regulations as set forth by the Homecoming Committee and certify that we accept any consequences set for the failure to follow any of these rules.

__________________________________________  ____________________________
Homecoming Contact  Date

__________________________________________  ____________________________
Secondary Homecoming Contact  Date
# Homecoming 2016 Event Participation

Please check off all the events your team will be participating in.

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# Homecoming 2016 Calendar of Events

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Homecoming 2016 Events

Saturday, February 13\textsuperscript{th}, 2016

Homecoming 2016 Comedy Show ft. John Mulaney and Nick Kroll

Location: UNF Arena

Time: 8:00 p.m.

In need of a great laugh? Come to the staple event of Homecoming and enjoy the double-header comedy acts John Mulaney and Nick Kroll. Doors open at 7:00 p.m and the show begins at 8:00 p.m. Admission is free for students with an Osprey1Card and non-student tickets can be purchased day of or in advance for $35.00 through the UNF Box Office. Alumni can get discounted tickets through the ticket box office with the discount code provided by the Alumni Association. Tickets can be bought online and in person at the UNF Ticket Box Office.

Monday, February 15\textsuperscript{th}, 2016

Banner Contest

Location: Student Union Administration Office

Time: Judging at 2:00 p.m.

Teams will paint a banner on a twin size sheet that will be hung on the outside of the Student Union. Your banner must include “Homecoming 2016” and your team name. Anything in addition to the bare minimum requirement will not count against your score. Each banner will be judged on creativity and overall appearance. Banners must be brought to Student Union Reservation Desk, in the Student Union (SU) Administration Office (58E-1302) by 10:00 a.m. on February 15\textsuperscript{th} 2016.
Mr. & Ms. UNF

Location: Robinson Theater

Time: 7:00 p.m.

Come out to support your fellow students as they compete to be known as Mr. & Ms. UNF. The contestants will compete in the following categories: Formal wear, Q&A, Talent and Homecoming/UNF Spirit. The top three men and women will be announced directly following the event. Mr. & Ms. UNF will be crowned on Thursday, February 18th during the basketball game against NJIT. Contestants do not have to be a member of a team if they wish to compete in the Mr. and Ms. UNF pageant. Students are allowed to participate in this event if they are not a member of a team/group. See pages 17-19 for specific information and rules for Mr. & Ms. UNF.

Tuesday, February 16th, 2015

Lip Sync Rehearsal

Location: Lazzara Performance Hall

Time: 11:00 a.m.

All teams will have a 25-minute time period to practice. Teams will sign up for time slots at the Student Government Rotunda, which will be available February 1st through 5th. Slots are first come, first served. After all teams have signed up, if there are open spots, teams will be moved to fill in that time accordingly. All teams must turn in their participant roster and performance info sheet prior to signing up for a time slot.

UNF Family Feud

Location: Student Union Auditorium

Time: 1:00 p.m.

It’s a battle of the brains for this Homecoming event! Teams of five will compete against each other in multiple rounds to see who truly know UNF and its students the best! In classic Family Feud style, we will be surveying students to get the answer for any questions asked in this contest. Come show the school that you are a true blue UNF Osprey in this battle of wits! Family Feud teams are due January 29th at 5:00 p.m. with the rest of the Homecoming packet to the Student Government Rotunda.

You will need to submit a roster of 5 people and 2 alternates with the Homecoming 2016 Roster.
Radio Show in the Boathouse

Location: Boathouse in the Student Union

Time: 8:00 p.m. to 9:00 p.m.

Come join us in the Boathouse as we listen to Coach Driscoll give his weekly radio show live! Coach Driscoll will be talking about the upcoming game, the team and Homecoming.

Wednesday, February 17th, 2015

Lip Sync

Location: Lazzara Performance Hall

Time: 8:00 p.m.

More info on this year’s theme can be found in the Lip Sync section of the packet. The performances will be judged on the following: time specifications, professionalism, originality, synchronization, creativity, appearance, costumes/props, continuity, lip-syncing, crowd response, and creative use of the theme. Doors open at 7:30 p.m. No Bags will be allowed. See pages 24-28 for specific information and rules for Lip Sync.

Thursday, February 18th, 2015

Adopt-a-Player (Basketball)

Location: UNF Arena

Time: An hour before all games

Help support both our Men’s and Women’s basketball players by adopting a player on each team to support and motivate throughout the whole game on Thursday, February 18th, and both games on Saturday, February 20th. It will be your responsibility to make a sign for your particular player, and to motivate not only them, but also the whole team through the entirety of the game. Please bring your top three choices for both Men’s and Women’s teams no later than January 29th, 2016, at 5:00 p.m. when you turn in your application. Players will be first come first served so don’t delay. The Adopt-a-Player form is located on page 20 of the packet.
Men’s Basketball Game (versus New Jersey Institute of Technology)

Location: UNF Arena

Time: 7:00 p.m.

Come out and Support Your Ospreys as they play NJIT. Swoop for free throws and let’s cheer on our players!

*Student ID required for check-in

Friday, February 19th, 2015

Can Castle Competition

Location: Osprey Plaza

Time: 11:00 a.m. - 1:00 p.m.

It’s time to build support for UNF’s Lend a Wing Pantry. This year not only will cans be allowed in the Can Castle Competition, but also boxed items, hygiene items and anything accepted by the Lend-A-Wing Pantry. The Can Castle Competition will have two different point categories: one for how many items are brought and one for the design. Can Castle structures will be judged on overall look, use of space (10ft x 10ft), UNF school spirit, Legend(s) theme, and creativity. An email will be sent out with a list of items that will receive double points after you have turned in your packet.

Night of Fun

Location: Amphitheater

Time: 6:00 p.m. - 10:00 p.m.

Night of Fun is UNF’s annual Homecoming carnival. We will have carnival rides ranging from family friendly to wild thrill, as well as free food, great music, free giveaways, build-a-bear and other activities. Anyone can attend Night of Fun but teams will have a chance to sign in and earn bonus points towards the Homecoming trophy.
Bin Wars

Location: Amphitheater

Time: During Night of Fun

Each team will be given a recycling bin to design and paint, designs can include but are not limited to UNF, team name, Homecoming Spirit and Ozzie Osprey. The bins will be used to collect recyclable goods throughout the week. These bins will also be displayed and used at Night of Fun. This event is partnered with the UNF Environmental Center.

**Each team will pick up their recycling bin from the Environmental Center in Building 1, Suite 2200, starting on January 29th and turn them in on February 19th prior to 4:00 p.m.**

Red Bull Play and Destroy

Location: Osprey Plaza at the Student Union and Amphitheater

Time: 8:00 p.m.

A collegiate student vs. student music battle where all you need is an iPod, creativity and a solid song list. Students are given a battlegory where they will select the best tracks to win the crowd! Battlegory examples: stripper anthems, one-hit wonders, best make-out songs, cruising songs, best wedding song etc. Each team is allowed to submit one team player to the bracket to compete against each other.

**The WINNER is based on the largest crowd response. This will be determined by a crowd response reader provided by Red Bull.**

*The more people present will increase your chances of winning.

Saturday, February 20th, 2015

Swoop the Loop

Location: Student Union Plaza

Time: 8:00 a.m.

It’s time for UNF’s annual 5k run and fun run! Whether you’re running the race, cheering on your team, or handing out water, come to a good old fashion race. You can run as a team or as individuals, no team is needed to be a part of this event. Register online at 1st Place Sports for free as a student.
http://www.1stplacesports.com/swoop.html. This event will be hosted by the UNF Alumni Association. See page 16 for specific information and rules for Swoop the Loop.

**Osprey Tailgate Classic**

Location: UNF Campus/Lot 18

Time: 3:00 p.m.

This is our Homecoming Tailgate; therefore it should be our largest tailgate of the year, next to FL/GA. Students and Alumni are invited to participate. Please plan ahead accordingly to make this the largest and most enjoyable tailgate UNF has ever seen.

**Best Tailgate and Trunk Show Competition**

Location: Lot 18

Time: 2:00 p.m.

Homecoming teams will be decorating the backs of cars and trucks, which will be judged based on UNF spirit, creativity, and overall look as part of their team tailgates. Guidelines, examples, judging criteria and entry sheet can be found on pages 21 -23. Please make sure you stay around until a judge has come by your trunk/tailgate or you will not earn points for this event.

** Adopt-a-Player (Basketball)**

Location: UNF Arena

Time: 4:00 p.m. and 7:00 p.m.

Help support both our Men’s and Women’s basketball players by adopting a player on each team to support and motivate throughout the whole game on Saturday, February 20th. It will be your responsibility to make a sign for your particular player, and to motivate not only them, but also the whole team through the entirety of the game. Please bring your top three choices for both Men’s and Women’s teams no later than January 29th, 2016 5:00 p.m. when you turn in your application. Players will be first come first served so don’t delay. The Adopt-a-Player form is located on page 20 of the packet.
Women’s Basketball Game (USC Upstate)

Location: UNF Arena

Time: 2:00 p.m.

Come out and support your Ospreys as they play Upstate. Swoop for free throws and let’s cheer on our players! This game is a “Blue Out!” game so show that Osprey Pride and wear the Homecoming t-shirt or any blue UNF shirt!

*Student ID required for check-in and check out

Men’s Basketball Game (USC Upstate)

Location: UNF Arena

Time: 7:00 p.m.

Come out and support your Ospreys as they play Upstate. Swoop for free throws and let’s cheer on our players! This game is a “Blue Out!” game so show that Osprey Pride and wear the Homecoming t-shirt or any blue UNF shirt!

*Student ID required for check-in and check out

*The winners of Homecoming will be announced during the last few minutes of the game!
## Homecoming Point System

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<tr>
<td>Can Castle - Best Design</td>
<td>100 Points</td>
<td>45 Points</td>
<td>20 Points</td>
</tr>
<tr>
<td>Bin Wars</td>
<td>100 Points</td>
<td>45 Points</td>
<td>20 Points</td>
</tr>
<tr>
<td>Best Tailgate</td>
<td>100 Points</td>
<td>45 Points</td>
<td>20 Points</td>
</tr>
<tr>
<td>Trunk Show</td>
<td>100 Points</td>
<td>45 Points</td>
<td>20 Points</td>
</tr>
<tr>
<td>Adopt - a - Player</td>
<td>100 Points</td>
<td>45 Points</td>
<td>20 Points</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event</th>
<th>Participation of 50% of Team</th>
<th>Participation of 25% of Team</th>
<th>Participation of 10% of Team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Night of Fun</td>
<td>100 Points</td>
<td>50 Points</td>
<td>25 Points</td>
</tr>
<tr>
<td>Swoop the Loop</td>
<td>100 Points</td>
<td>50 Points</td>
<td>25 Points</td>
</tr>
<tr>
<td>Basketball Games</td>
<td>100 Points</td>
<td>50 Points</td>
<td>25 Points</td>
</tr>
</tbody>
</table>

*In case of a tie, there will be a tiebreaker during halftime of the Men’s Basketball game.*
Homecoming 2016 General Rules

1. No Show Rule

If a team signs up to participate in an event, and does not attend or appear at the event, they will be docked Homecoming Points for each offense. A ten (10) minute grace period will be allowed at the discretion of the Student Homecoming Committee. For example, if “Team A” signs up for Lip Sync and does not attend, they will be docked 50 points. On the second offense, “Team A” will be docked 100 points. On the third offense, the team will be disqualified from Homecoming 2016 and may be placed on probation for Homecoming 2017.

2. Sportsmanship Rule

Each team participating in the Homecoming 2016 competition is expected to respect the other teams, the competition, and anyone helping run Homecoming 2016 (Homecoming committee, Volunteers, Alumni). Unsportsmanlike conduct in any shape or form will not be permitted. Similar to the No Show Rule, on the first offense the team will be docked 50 points, the second offense 100 points, and the third offense will result in disqualification in 2016 and possible probation in 2017. This rule will be highly enforced this year and is not to be taken lightly.

3. Student Conduct

If your organization is documented by the University Police Department, your team may be immediately disqualified and WILL be referred to student conduct. All students MUST follow all University policies and procedures.

4. Alcohol Policy

Alcohol or anyone under the influence is not permitted at any Homecoming event except the Homecoming Osprey Tailgate Classic and the Basketball game; underage drinking is strictly prohibited at all events. If you are found with alcohol at any event other than the aforementioned events, the individual student and/or organization could be referred to University Conduct and might be disqualified from the competition. If alcohol is found in your teams assigned seating area after Lip Sync, Homecoming contacts will be asked to meet with the External Assistant Director of Osprey Productions, Homecoming Committee, Conduct and UPD to discuss penalty.

5. Identification

Osprey1card identification is needed at all Homecoming events that have attendance points. Nobody may bring another person’s ID (Osprey1Card) to the Homecoming table to sign them in.
If a person from your organization uses a fraudulent ID or an ID that is not their own the entire organization WILL lose attendance points for that event, may lose points for the entire week, or may be disqualified from Homecoming.

6. UNF Spirit

Wearing UNF apparel is encouraged for every Homecoming event. Show your UNF school spirit during Homecoming Week (especially at the basketball games) there might be chances to earn bonus points during certain events if the majority of your team is seen in UNF apparel.

ALL UNIVERSITY RULES AND REGULATIONS ARE IN EFFECT FOR ALL EVENTS. VIOLATIONS OF A UNIVERSITY RULE OR REGULATION IN ANY OF THE EVENTS WILL RESULT IN THE SAME PENALTY AS VIOLATIONS OF OTHER RULES.
Swoop The Loop

This year’s Swoop the Loop 5K and Fun Run is sponsored by UNF Alumni Association. Everyone is encouraged to participate! This year it will be for spirit points. Each organization wanting to participate will submit a roster of people who will be participating in the race. Points can be allotted to those who want to run the race or volunteer for an hour.

Rules and Qualifications

1. Sign up online at [http://www.1stplacesports.com/swoop.html](http://www.1stplacesports.com/swoop.html) it is free for students!
2. You do NOT need to be a member of a team to participate!
3. You do NOT have to be “competing” to take part in the race!
4. Each organization will have to submit a roster of runners attached to this packet no later than January 29th by 5:00 p.m. to the Student Government Rotunda in the Student Union Building 58 East/3rd Floor.
5. Participation points will be given based on the ratio of members taking part in Swoop the Loop to the total number of people on the total Homecoming roster.
6. If team members do not wish to run the race, they must volunteer one hour of their time to receive spirit points.
7. In order to receive participation points, a time has to be submitted for each participant. You have to finish the race in order to receive points.
8. To earn points as a volunteer, team members must contact the External Assistant Director, Tia Wrigley, to pick a time slot and job. Volunteers cannot earn points if they just show up the day of the run. You will also need to sign in on the day of the race to fully earn your points.
Mr. and Ms. UNF Rules and Qualifications

1. You must be a current UNF Student enrolled in classes.
2. The student must fill out the Mr. and Ms. UNF application and turn it in on time, by Friday, January 29\textsuperscript{th}, at 5:00 p.m.
3. The contestant must attach a 250 words or less explaining why you are the best candidate.
4. On February 15\textsuperscript{th} you must be at the Robinson Theater no later than 5:00 p.m. It is imperative you are there on time, so we can have a run through that will last for an hour. At 6:00 p.m. we will take a break so you can eat dinner and finish getting ready until the show starts at 7:00 p.m. You will need to be back and ready for the show to start no later than 6:45 p.m.
5. Be respectful of your fellow competitors.
6. The top three men and women finalists will be announced at the end of the pageant and the winners will be crowned during the basketball game on the 18\textsuperscript{th}.
7. If a contestant shows up to the event intoxicated they will be disqualified and points will be deducted from their team total.
8. Talents must be approved one week prior to the pageant; if a contestant does not have an approved talent by then, they will forfeit that part of the pageant. All music must be on a CD and given for approval a week prior to the pageant.
9. If a contestant has a “cheer section” that is obviously drunk OR disruptive to the pageant, points will be deducted from that team’s overall score.
10. Students are allowed to participate in this event if they are not a member of a team/group.
11. Any music that is needed for a talent is due one week prior to the pageant, no exceptions. If music is turned in late it will not be used. Music must be given directly to the External Assistant Director, Tia Wrigley.
12. \textbf{There will be no exceptions to the rules listed above,} if you have any issues, questions, or concerns, feel free to email the External Assistant Director, Tia Wrigley, at \texttt{OPExternal@unf.edu}. 
Mr. and Ms. UNF Application

Please turn in the application by **Friday, January 29th at 5:00 p.m.** to the Student Government Rotunda in the Student Union Building 58 East/3rd Floor. The pageant takes place on February 15th at 7:00 p.m. You will need to be at the theater at 5:00 p.m. for directions/run through of the night.

Nominee’s Name:
______________________________________________________________

Phone Number:
______________________________________________________________

Email Address:
______________________________________________________________

Please list and describe your talent:
______________________________________________________________

Class Standing (Freshman, Sophomore, Junior, Senior):
______________________________________________________________

Campus Involvement:
______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________
Please attach a typed 250 words or less essay explaining why you feel you are the best candidate for Mr. or Ms. UNF.

By signing below I understand that I am applying to be Mr. or Ms. UNF. I will abide by all rules stated in the Mr. and Ms. UNF Rules and Qualifications sheet and Homecoming General Rules.

________________________________________  _____________________________
Name                                           Date
Adopt – a – Player Form

Please turn in the form by **Friday, January 29th, at 5:00 p.m.** to the Student Government Rotunda in the Student Union Building 58 East/3rd Floor. Please be aware that players are first come, first served. Your assigned player will be emailed to you once the Homecoming Director has gone through each packet. If none of your top three are available you will be notified by the External Assistant Director as soon as possible and will be given a choice of available players left.

**Men’s Team:**

First Choice Player Name ____________________________________________
Second Choice Player Name ____________________________________________
Third Choice Player Name ____________________________________________

**Women’s Team:**

First Choice Player Name ____________________________________________
Second Choice Player Name ____________________________________________
Third Choice Player Name ____________________________________________
Trunk Show and Tailgate Guidelines

Event Date: Saturday, February 20\textsuperscript{th}, 2016

1. Any entry promoting the use of alcohol, profanity, vulgarity, sexually explicit materials, or implying discrimination will be disqualified and removed from the show and risk future ban from Homecoming activities.

2. Judging will be held at random during the tailgate.

3. Absolutely no day of event entries.

4. Judging will be done by a committee of judges.

5. Decisions of the judges are FINAL.

6. Trailers may not be used as Trunk Show entry vehicles.

7. Just a reminder, UNF is a smoke free campus so smoking is prohibited at the tailgate.

8. No fireworks or flame producing equipment shall be used.

9. Trunks may be constructed at the tailgate but please be warned that judging will be done at random so the earlier it is constructed the better.

10. Trunks must be parked in Lot 18 by the start of the tailgate to be considered for judging.

11. Questions concerning the parade should be directed to the External Assistant Director of Osprey Productions, Tia Wrigley, at 904-620-4386 or OPExternal@unf.edu.

12. Examples are shown on the next page.

13. Judging criteria for tailgates and trunks:
   - Team Identifiers (15pts)
   - Osprey Pride (20pts)
   - Tailgate Setup (15pts)
   - Structures (letters, dance floors etc.) (30pts)
   - Overall Appeal (20pts)
Examples of Trunks for “Trunk Show”
Trunk Show and/or Tailgate Entry Sheet

Entry Sheets are due by **January 29th, by 5:00 p.m.** with the Application Form to the Student Government Rotunda in the Student Union Building 58 East /3rd Floor.

Group Name______________________________________________________________________

Contact Person____________________________________________________________________

Contact Information (Phone)___________________ (Email)____________________________

Description of Car/Truck
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
Homecoming Lip Sync Rules

Location: Lazzara Performance Hall

Rehearsal: Tuesday, February 16th

Teams can sign up for time slots at the Student Government Rotunda, which will be available February 1st through the 5th. Sign-ups for rehearsal will be at the UNF SG Rotunda and will be first come, first served.

Performance will be Wednesday, February 17th, 2016. Doors open at 7:30 p.m.; performance starts at 8:00 p.m..

Performance order will be picked from a hat on stage during The Homecoming Comedy Show on February 13th, 2016.

Please Note: Any performers/groups that do not comply with the rules listed in this packet or guidelines given by those running the Lip Sync event may receive penalties depending on the severity of the rule broken. Please read the rules in their entirety, as it is expected that all groups participating in Homecoming Lip Sync are aware of the rules outlined in this packet.

Please designate someone from your team to film your own performance. We will have someone film each performance but due to our involvement during the week we will not be able to edit the videos in speedy time.

Possible Penalties include:

- Points deducted from your score.
- Not being allowed to perform at Lip Sync (if violation occurs prior to performance).
- Being disqualified from Lip Sync (if violation occurs during or after performance)/escorted from Homecoming Lip Sync by UPD officers or other security personnel.
- Loss of Lip Sync Trophy and title (if found in violation after trophy has been awarded)

General Rules:

- You are to create your own theme within your team’s performance. This can be specific or broad. You will creatively title your show as you please, based on your theme or story. This title will be announced along with your team name before your performance.
- You MUST, however, somehow incorporate a Legend into your performance in some way, shape or form. There will be NO requirement on how much of a legend is represented, as long as it appears at least once.
Judging:

- The performances will be judged on the following: time specifications, professionalism, originality, synchronization, creativity, appearance, costumes/props, continuity, lip-syncing, crowd response, and creative use of a legend.

Rehearsal:

- On rehearsal each team will have five minutes to set up. During the first five minutes the Homecoming representative will discuss lip sync logistics with the Osprey Productions External Assistant Director.
- You can bring your props to rehearsal; however, if props are left at the Fine Arts Center they will be thrown away.
- Please submit a CD with your music by **February 1st at 5:00 p.m.** to the SG Rotunda. A CD must be used for each performance. No other form of media will be accepted.
- If a CD is turned in late or altered, it cannot be used.
- If you cannot attend rehearsal your organization forfeits its slot to perform in the Lip Sync Competition (not all members need to be in attendance but at least one representative is necessary).

Props:

- Microphones will NOT be available for use or as props.
- No props can used in the audience, this includes but is not limited to: Running up the aisles, bouncing items to the crowd, throwing items at the crowd, and using props in the aisles even if stationary.
- You will not be able to finish assembling props once they are on site. All props once on site cannot be altered in any way.
- When you arrive at the Fine Arts Center for rehearsal/performance you may park in the Fine Arts loading dock for up to 15 minutes to unload your props. You must immediately move your vehicle out of the loading dock and park in the Fine Arts Center Garage. Any vehicle parked longer than 15 minutes in the loading dock or block other vehicles will be ticketed $30 by parking services and may be towed.
- Props should be no larger than 8 ft tall by 8 ft wide. If you have a prop that is larger than 8ft x 8ft, it will be required to stay outdoors in the loading dock until the performance, where it will be subject to weather and a farther distance from the stage.
- Props should not be constructed out of hazardous materials or in a manner that is unsafe. The Fine Arts Center staff reserve the right to not allow your props to be used on stage if they are deemed to be hazardous or unsafe in anyway. If you have questions about this, please contact Fine Arts Center Technical Director, Colleen Sharp, in advance at colleen.sharp@unf.edu.
- Please do not remove chairs, desks, or other University property from any rooms on campus to be used as props.
• You must take your props with you after the performance – DO NOT leave your props backstage, in the loading dock, in parking lots/garages, on the Green, or anywhere else in/around the Fine Arts Center. If props are to be thrown away, DO NOT put them in the regular trash/recycling dumpsters behind the Fine Arts Center. Take them with you. Any props left backstage or disposed of improperly will result in point deductions.

Performance:

• The Orchestra Pit will be lowered for this event and two rows of additional seats will be placed in this area to accommodate as many students as possible for this event. This means the stage area is approximately 45 feet wide and 30 feet deep. Please be aware of your surroundings when on stage so that you do not fall off the stage and injure yourself or others.

• Do not bring valuables/personal belongings backstage or on stage with you—this includes purses, wallets, cell phones, iPods, laptops, etc. The Fine Arts Center and Student Government will not be responsible for lost, stolen or damaged items.

• Alcohol is NOT allowed on site. This includes alcohol that is in water bottles, thermoses, etc. UPD officers will be present at Lip Sync and you can be disqualified/escorted from the event if you are consuming alcohol on site.

• If alcohol is found in your teams assigned seating area after Lip Sync, the offending teams’ Homecoming contact will be asked to meet with the External Assistant Director of Osprey Productions, the Homecoming Committee and UPD to discuss the penalty.

• The Fine Arts Center event staff are employees of the University and the safety of all students and UNF property is their priority. If you are instructed to do something by a Fine Arts Center staff member, failure to comply may result in disqualification and being escorted from the event by UPD.

• Each group will have up to eight minutes to perform. Each group will have three minutes before their performance to get ready and 3 minutes after to clean up. You may not use the three minutes allocated for load in and load out as performance time. You only have eight minutes to perform.

• Each Lip Sync team is allowed up to three University affiliates (faculty, staff, etc) to participate in their performance.

• If you have any special requests for lighting or sound, please include these on your “Lip Sync Performance Info Sheet,” which is included in the packet. Each team is only allowed 10 looks for Lighting. You must submit your completed “Lip Sync Performance Info Sheet” to the SG Rotunda with your music on February 1st, 2016. The Fine Arts Center event staff will try to provide as many of your requests as possible. If something you have requested is not possible, you will be notified at rehearsal by the Fine Arts Center staff. Please understand that there is only so much that can be done by the Fine Arts Center and within production cost of the event. A list of different types of lighting the Fine Arts Center can provide is available online at www.unf.edu/homecoming.
• Requests not included on your “Lip Sync Performance Info Sheet” on the rehearsal day cannot be added on the performance day.
• No props shall be utilized in/from the audience, or you will be docked points.
• If anything is damaged at any time in the Fine Arts Center, then the organization will be fined and will be subject for disqualification.
Homecoming LIP SYNC

Performance Info Sheet

Submit Lip Sync Roster in an Excel Document (Names and N#’s) online by **Monday, February 1st, 2016** at 5:00 p.m. along with your music.

TEAM NAME (please write on CD): ________________________________

THEME: ________________________________

TITLE OF PERFORMANCE: ____________________

LENGTH – must be **8 minutes or less**: _________ (Minutes: Seconds)

# Of People: _________

Name of the contact/liaison for the group: ________________________________

Contact information: (Phone) ___________ (Email) ________________________________

Lights or Sound first? (Please circle one.)

Costume Color(s): ________________________________

Lighting/Color Requests (This should include gobos, mirror ball, down specials, black/blue out or any other requests specific to lighting effects. Teams also will have a max of 10 lighting changes) call 904-620-2460.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
List of Props Used:

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Important:

• The following items/equipment ARE NOT allowed to be used for any Lip-Sync performance: strobe lights, black lights, projector (this include projected images of any kind - even if you bring your own projector), laser/smoke machine

• The Fine Arts Center event staff will try to provide as many of your requests as possible. **If something you have requested is not possible, you will be notified at rehearsal by the Fine Arts Center staff.**

• Requests not included on your “Lip Sync Performance Info Sheet” when submitted cannot be added on the performance day or rehearsal.