

Application Cover Letter
2014 European Concert Tour
Updated 05/08/13

Dear CYSO Musicians and Parents/Guardians,

Thank you for your interest in the CYSO 2014 European Tour. The tour application materials include the following—

- Application Cover Letter
- Application Packet Information Page
- 2014 European Concert Tour Application Form
- 2014 European Concert Tour Personal Reference Form
(minimum of two are required)
- 2014 Chaperone Application
- Payment Schedule

Our itinerary will be finalized over the next several weeks. We are planning to start in Helsinki, Finland. A ferry will take us to Tallinn, Estonia. Riga, Latvia is next, and our final destination is Vilnius, Lithuania.

The tour will last 12 days, with four concerts. The TENTATIVE DATES are June 26 through July 7, 2014. This may change slightly, and we should be able to confirm the dates by the end of August.

Past tours have been highly successful, partly due to the world-class tour company we use—ACFEA. You can learn more about them at www.acfea.com.

Our 2011 European Tour cost \$4400 per person, including chaperones. We have been able to keep our 2014 tour cost at \$4400.

The tour payment covers the following features—

- Round trip air fare
- Luxury air-conditioned motor coach throughout land portion of trip
- Ferry ticket for Helsinki/Tallinn crossing
- Breakfast and dinner daily
- Tourist-class hotels, twin rooms/separate beds
- Guided sight-seeing tours in each city
- Paid entrance to Rakvere Castle, near Tallinn, Estonia
- Services of an ACFEA courier throughout land portion of trip

Future information will include passports, clothing recommendations, packing ideas, instrument packing, handling currency, and more. On past tours we have successfully managed life-threatening allergies and other medical accommodations. I am happy to answer questions about any aspect of the trip.

Sincerely,
Dennis Burkhardt
burkhardtd@comcast.net
206-542-7602



Application Packet Information Page 2014 European Concert Tour

Updated 05/8/13

Application information—How to apply

1. Application form

This needs to be completed legibly, preferably in ink or as a Word document.

2. Confidential personal reference forms

Two personal references are needed. At least one reference should be from your school music teacher. If you have more than one music teacher, you may request a reference from each person, or choose the one who knows you best.

Family members, relatives or friends typically are not choices for completing these reference forms.

You are responsible for following up to make certain these forms are completed and turned in as soon as possible. Your acceptance may be delayed if these forms are not returned to us. It is suggested that you print your name on the pages and provide a stamped, addressed envelope (addressed to Dennis Burkhardt) to the person from whom you are asking the reference information.

3. Auditions and interviews

Auditions may be required; interviews may be required. When your application documents have been received, we will contact you in regard to any audition and/or interview that will be needed.

Note: Please send in your completed Application Form as soon as possible. Your confidential personal reference forms typically will arrive at a later time.

All forms need to be mailed to:

Dennis Burkhardt
CYSO Tour Project Director
11115 236th PL SW
Woodway, WA 98020-5215

Dennis can be contacted at 206-542-7602 or burkhardtd@comcast.net



2014 European Concert Tour Application Form

Please print clearly and legibly (all information will be kept confidential within CYSO)

Name _____ Instrument(s) _____

Address _____ City _____ Zip _____

Primary Phone _____ 2nd Phone (if any) _____

Student's email _____

Parent/Guardian Name _____ Email _____

Parent/Guardian Name _____ Email _____

Your School _____ Birth date ____/____/____ Female Male

Grade during 2013-2014____ School Music Director _____

Current or Most Recent Private Music Teacher _____

Music Teacher's Phone and/or email _____

With which CYSO orchestras you have played and what is the date of the last season you played?

- Preparatory Strings Last Season Played _____
- Sinfonette Last Season Played _____
- Premiere Orchestra Last Season Played _____
- Junior Symphony Last Season Played _____
- Youth Symphony Last Season Played _____

List any other musical groups in which you are currently or recently involved and the name of the conductor/ director.

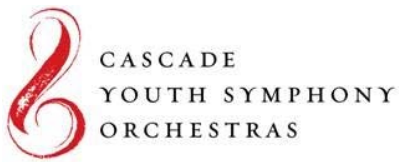
List all concert trips, including the approximate date, in which you have participated.

Why do you want to be a part of the 2014 CYSO Touring Orchestra?

Do you have a current passport? Yes No If Yes, what is the expiration date? _____

Please return this completed form to:

Dennis Burkhardt
CYSO Tour Project Director
11115 236TH PL SW
Woodway, WA 98020



2014 European Concert Tour
Confidential Personal Reference Form
(Two references required)

Student Name _____

The person listed above has applied to travel and perform with the Cascade Youth Symphony on the 2014 European Concert Tour. The trip we have planned requires the participants to have a high level of maturity and judgment for his or her age group. The success of the tour depends on how well the student can handle new situations and the challenges of traveling and performing in a variety of settings.

We greatly appreciate your assessment of this student based on your knowledge. Please complete this form and return it no later than one week from receipt. *This form will only be used for the purpose of selecting the members of our 2014 touring orchestra and all information is confidential, unavailable to the student and available only to those directly involved in the tour participant selection process.*

How well do you know the student? Slightly _____ Well _____ Very Well _____

How long have you known the student? _____

Under what circumstances have you known this individual? _____

Please rate the student using the following scale. Feel free to add any comments in the space provided.

1 = unknown 2 = below average 3 = average 4 = above average 5 = excellent

1 2 3 4 5 **Cooperative**, works well with others, encouraging, respects authority

1 2 3 4 5 **Leadership** is evident, able to inspire others, makes responsible decisions

1 2 3 4 5 **Appropriately sensitive** to feelings and reactions of others

1 2 3 4 5 **Self-motivated**, can set and reach goals, willing to take on new situations

1 2 3 4 5 **Dependable**, prompt, accurate, follows through with commitments

1 2 3 4 5 **Emotionally stable**, mature, good disposition

1 2 3 4 5 **Willing to step in** to help with little or no prompting

1 2 3 4 5 **Problem-solves well**, is generally independent

Student Name _____

Additional comments, strengths or concerns that may help us evaluate the student.

Please indicate this student's potential to be a successful 2014 tour member--

- | | |
|--|--|
| <input type="checkbox"/> Highly recommended | <input type="checkbox"/> Recommended |
| <input type="checkbox"/> Recommended w/ reservations | <input type="checkbox"/> Not recommended |

Signature _____ Date _____

Print Name _____

Title or position _____

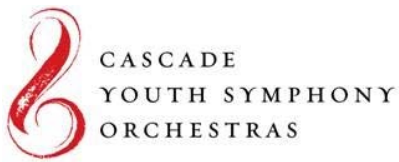
Mailing Address _____

Phone _____ Email _____

Thank you for your assistance. Please return this form to--

Dennis Burkhardt
CYSO Tour Project Director
11115 236th PL SW
Woodway, WA 98020-5215

If you have any questions, please call Dennis at 206-542-7602 or email at burkhardtd@comcast.net.



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- | | |
|--|--|
| <input type="checkbox"/> Highly recommended | <input type="checkbox"/> Recommended |
| <input type="checkbox"/> Recommended w/ reservations | <input type="checkbox"/> Not recommended |

Signature _____ Date _____

Print Name _____

Title or position _____

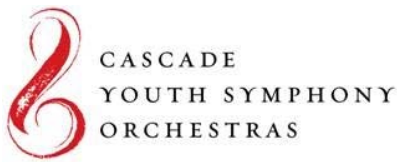
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2014 European Concert Tour

Payment and Cancellation Schedule
Updated 05/08/13

For all students and chaperones, the payment schedule is as follows—

<u>Payment #</u>	<u>Amount</u>	<u>Due</u>
1	\$600	06/05/2013 (first deposit due with application)
2	\$600	07/05/2013
3	\$500	08/05/2013
4	\$500	09/05/2013
5	\$600	10/05/2013
6	\$600	11/05/2013
7	\$500	12/05/2014
8	\$500	02/05/2014
Total	\$4400	

If a student or chaperone cancels by 6/30/13, the full deposit is refunded. If for any reason the student or chaperone has made payments and is not accepted for the tour, 100% of the payments will be refunded.

If the student
or chaperone

cancels by:

8/31/2013

10/31/2013

1/31/2014

2/28/2014

After 3/15/2014

Cancellation fee:

\$240 (payments refunded except for \$240)

\$720 (payments refunded except for \$720)

\$1440 (payments refunded except for \$1440)

\$2400 (payments refunded except for \$2400)

No amount refunded

Please note: Regular and timely tour payments are imperative, as CYSO is required to make periodic payments to ACFEA.

Tour payments should be made to "CYSO Tour" and mailed to:

Dennis Burkhardt
CYSO Tour Project Director
11115 236th PL SW
Woodway, WA 98020-5215

Please contact Dennis if there are any questions about these procedures. He can be contacted at 206-542-7602 or burkhardtd@comcast.net