

Concert Dress Coordinator

All concert dresses are organized by numbers for different sizes.

All female students in all concert bands will be required to wear the concert dresses. Get the lists of names of the female students who need to wear the dress from the Band Directors. Set the date for "fitting and distribution day" as soon as school starts in September and announce to the students.

1. **Rent out dresses:** Hang the dress on the hanger which the school provides. The hangers are labeled with the student's name and dress #, so make sure the students return the dress hanging on this labeled hanger.

2. **Order dresses:** If the student prefers to purchase a dress instead of renting, they may order. Make sure to collect cash or a check payable to SMAPA-SAMOHI BANDS and get contact telephone # when taking orders.

3. **Collect rented dresses:** When all concerts have finished, set the date to "Return Rented Black Dresses" and announce to students. Hang flyers in Band Room, locker room, Color Guard Room, and so on. If a student did not return, call and remind them. Contact Band Parents President if follow-up is needed to collect.

4. **Clean dresses:** Wash them (in cold water, gentle cycle, which is best way to get them clean) and hang to dry. After that, hang back on the hanger and keep them clean in Color Guard Room, covering with sheets to keep dust off.