



ONLINE MUSIC REGISTRATION INSTRUCTIONS

PROVINCIAL SERIES #4 – STRATFORD DECEMBER CLASSIC

MP3 UPLOAD – GOOGLE FORMS

For Provincial Series #4 – Stratford December Classic, competitors **must** submit their music electronically through Google Forms.

Music registration will open at **9:00 AM EST on Friday, October 7th, 2022**, and must be uploaded through Google Forms by **11:59 PM EST on Sunday, November 13th, 2022**.

Please Note: You will need a [Gmail account](#) to complete the Music Registration Upload.

The following items are required to complete Music Registration Upload:

- Gmail Account – *create one [here](#)*
- Invoice Number from Uplifter Event Registration
- Category
- MP3 music file(s) properly named
 - NOTE: Both programs will be uploaded at the same time

MP3 file(s) **MUST** be named using the format below:

First & Last Name – Club Name – Category Program Type

EXAMPLE: John Smith – Skating Club – STAR 5 U10 Men
Jane Doe – Skating Club – STAR 8 Women

MUSIC REGISTRATION LINK - <https://forms.gle/jT1LVmVQLLwmkuwR9>

For combined category events, both music files must be uploaded in the same Google Form.

Ensure that correct music files are being uploaded, as music file changes will not be accepted.

Music files will not be stored so skaters are required to submit their music for each individual competition.

LATE MUSIC SUBMISSIONS

Late submissions will not be accepted.

If music is not received by the deadline, 11:59 PM EST on October 6, 2022, the entry will be removed, and the skater/team will not be permitted to skate. Unidentifiable music uploads (i.e. mislabeled or unlabeled music) will be considered unregistered music.

Refunds will not be granted as a result of unregistered music.

BACK UP MUSIC

Skaters are asked to bring a hard copy CD onsite, to be kept with the coach rink side. Below are specifications/guidelines for back up music.

Standard Specifications for back up music:

- (1) Only one program shall be recorded on each CD
- (2) Competitor's name followed by home club, category, program type-short or free and music time shall be printed on front of the CD label using a black Sharpie pen
- (3) Each CD shall be enclosed in a plastic case in good repair marked with the skater's name, home club, category, program type – short or free, and total music time

Technical Guidelines for back up music CDs:

- (1) Music on CD must be burned in CD audio format (NOT mp3; .acc or DVD)
- (2) Music should be burned on CD-R discs of good quality that provide legible space for skater information to be printed on
- (3) It is recommended that CDs be burned at speeds 16Xs or less
- (4) The start of the music shall be recorded on the CD with less than two seconds of lead in