

Sweet Adelines International  
P.O. Box 470168 • Tulsa, Oklahoma 74147-0168 USA

**REQUEST FOR STEP TWO**  
**SATELLITE AREA**

Prospective Chapter Name \_\_\_\_\_

Official Location (include address) \_\_\_\_\_

Rehearsal Day \_\_\_\_\_ Rehearsal Time \_\_\_\_\_

Contact \_\_\_\_\_

Director \_\_\_\_\_

ID# \_\_\_\_\_

ID# \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

State \_\_\_\_\_

Postal Code \_\_\_\_\_

Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Country \_\_\_\_\_

Home Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Fax \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

**ADMINISTRATIVE**

(1) Have you submitted the second \$25.00 installment of the chartering fee to indicate your firm commitment to charter with Sweet Adelines International? \_\_\_\_\_ (2)

Have you submitted the Choosing Your Chapter Name form to international headquarters? \_\_\_\_\_  
\_\_\_\_\_ When? \_\_\_\_\_ (3) How many

members are in your chorus? \_\_\_\_\_ (4) What percentage of members attend regularly? \_\_\_\_\_  
\_\_\_\_\_ % (5) Is each member, who regularly attends your meetings, thoroughly

familiar with the information contained in the *Steps Toward Chartering* and *Step One* booklets? \_\_\_\_\_  
\_\_\_\_\_ (6) How often do you hold business meetings? \_\_\_\_\_

(7) Has anyone in the chorus attended any Sweet Adelines International functions? \_\_\_\_\_  
\_\_\_\_\_ If yes, please list when and where: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(8) Have you been in contact with the mentor assigned to your chorus?  Yes  No Please list the name of the mentor: \_\_\_\_\_ Date of contact: \_\_\_\_\_

Circle form of contact: letter, telephone, audio tape, video tape, visit, other

**MUSICAL**

(9) How often and long does your chorus rehearse? \_\_\_\_\_

(10) How do you publicize chorus rehearsals? \_\_\_\_\_

(11) Is your chorus using the music supplied in The Steps Program as part of their repertoire?

\_\_\_\_\_ (12) What songs have you learned? \_\_\_\_\_

(13) How many songs can you sing without music? \_\_\_\_\_ (14) How many singers are in each

section? \_\_\_\_\_ leads \_\_\_\_\_ tenors \_\_\_\_\_ baritones \_\_\_\_\_ basses (15) Has your chorus been

approved for public performance? \_\_\_\_\_ (16) Are any members participating in a quartet?

**DIRECTOR**

(17) Is the present director experienced in four-part harmony, barbershop style? \_\_\_\_\_

(18) Describe the director's experience in directing a barbershop chorus? \_\_\_\_\_

(19) Has the director attended a Sweet Adelines International workshop/seminar/competition?

When and where? \_\_\_\_\_

(20) What other musical experience does the director have? \_\_\_\_\_

**COMMENTS**



