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WGI DIRECTOR BULLETIN

Director / Instructor

WGI is excited for the upcoming 2023 season. Event Registration is just around the corner.

As you are gearing up for the season, following are the Event Requirements and their Deadline Dates. Some dates have changed, so you will want to review the following and start preparing for these:

Event Requirements and Deadline Date

Prior to working with performers

- SafeSport Training Completed (Note: If taken January 1, 2020 or after, the training is good for the 2023 season)
- Background checks (Good for 2 years)

Due 60 Days After Event Registration or by the Entry Deadline Date (Whichever comes first)

- **Event Registration Fees Paid**
- Master Agreement Complete and Uploaded to the Directors Dashboard - (Note: For Combined Schools, it must be uploaded by the Entry Deadline Date)
- Insurance Certificate Uploaded (Independent Groups Only)
- Event Cell Phone Numbers entered on the Directors Dashboard under Update Group
- Staff Listing entered on the Directors Dashboard

Entry Deadline Date

- Performer Release Forms completed, signed and uploaded to the Directors Dashboard
- Song Select Information completed on the Directors Dashboard
- Spiel Sheet completed on CompetitionSuite

NOTE: Tiny Scanner is a scanner app that turns your device into a portable scanner and scans everything as images or PDFs.

If you have any questions, please do not hesitate to contact the WGI office at office@wgi.org.

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