

Memorial Park EPC

Love People. Know Jesus. Live Transformed.

Dear Director:

I hope you are well underway with your spring musical productions, and I can't wait to see the line-up of wonderful musicals that you are preparing. I'm sure you have some terrific things planned for your students! I am excited to announce that our annual Twilight Night event is back, and we invite you and your students' participation in this annual performance. We are scheduling Twilight Night across two evenings to offer additional opportunities for guests to see these talented students perform.

Twilight Night is scheduled for Thursday, February 3 and Friday, February 4 at 7:00 PM. Admission to the evening's performance will again be a give-what-you-can donation that will benefit North Hills Community Outreach.

Thank you for your support as we seek to give your students an opportunity to perform, raise funds for North Hills Community Outreach, support our arts program, and encourage the community to come out and see your shows.

Participation is easy! We provide the venue, the organization, and the publicity. You provide the stars and information about your musical. Sounds simple, right? Enclosed, you will find a list of important details to note and guidelines for the two evening's performances.

If you would like to participate in this year's event, please let us know by completing the form enclosed. You may also place an ad in the program for your school's annual musical. Guidelines are listed below.

We hope you will join us in this musical evening. If you have any questions, please do not hesitate to reach out to me directly by phone at (412) 364-9492 x118 or by e-mail at jluers@mpcepc.org.

Warm Regards,



Jim Lueers
Minister of Worship & Arts

Memorial Park EPC

8800 Peebles Road, Allison Park, PA 15101
(412) 364-9492 | mpcepc.org



Twilight Night

at Memorial Park EPC

Twilight Night School Participation Form

MUSICAL INFORMATION

Director Name: _____

School Name: _____

Name of Musical: _____

Performance Dates: _____

Song being performed at Twilight Night: _____

Performer(s): _____

Accompanist: _____

Introducer: _____

For any performer, accompanist, or introducer under the age of 18, a signed media release form is required. Please have the completed forms submitted with signatures of ALL parents/guardians no later than January 7. Performers who do not have a release form on file will not be permitted to perform.

AD INFORMATION

Yes, I would like to place an ad for our musical in the program

_____ Full-Page (5" wide x 8" high) | \$100

_____ Half-Page (5" wide x 4" high) | \$50

Please submit your print-ready artwork by January 7 via e-mail to communications@mpcepc.org. Files should be high resolution in .pdf, .jpeg, or .png format.

Need an ad created? No problem! Contact Katie James, Communications Coordinator, at communications@mpcepc.org for design pricing.

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Twilight Night School Participation Information

- The show will start at **7:00 PM** and we anticipate a show of about 90 minutes.
- You will select a **solo or duet piece** from your upcoming musical. No longer than **5 minutes**. They do not need to be your leads. Please keep in mind we appreciate a family friendly show, so we reserve the right to request a different selection.
- Only one quick rehearsal for the **Finale** will be **60 minutes before the concert**. We do **require participants** to be a part of the **Finale**, which will be a familiar **Broadway song** selected from a show not represented by any of the high schools. This always fosters a sense of community among the students as we sing together.
- You provide an **introduction of no more than 250 words**. Think of it as an elevator pitch for your audience. We recommend a brief synopsis of the show and then talk about **creative plans** or staffing or instrumentation or technology or props or effects or sets or...anything that might be of interest to people to come and see. This can be read by the director, or the soloist, or another cast member to give them an opportunity. Keeping it simple is best for everyone so no big dramatic dialogues please.
- **For any performer, accompanist, or introducer under the age of 18, a signed media release form is required. Please have the completed forms submitted with signatures of ALL parents/guardians no later than January 7. Performers who do not have a release form on file will not be permitted to perform.**
- We'd like **everyone to be dressed in a modest outfit of all black**. No costumes, staging or instrumentation; simply sing the song to **piano accompaniment**. We will provide **over the ear wireless microphones** for the singers.
- You have the option of providing an accompanist or request one of our staff **professional accompanists**. If you need an accompanist, we require the **accompaniment by January 3** and a time to meet to rehearse. If you would like to schedule a rehearsal time for your student(s), please email Jim Lueers at jlueers@mpcepc.org.
- A **Program Booklet for the event** will include an order with the *title of the musical, the song you will perform and the student's names and accompanist name if applicable*. We will sell black and white advertisements for this program to anyone interested in promoting their services or summer events. **For our schools**, we will provide a full page (5" w x 8" h) for **\$100** or a half page (5" w x 4" h) for **\$50** in which you can place the dates of the musical, information about tickets, and whatever else you like. Please submit your print-ready artwork by **January 3** via e-mail to communications@mpcepc.org. Files should be high resolution in .pdf, .jpeg, or .png format. Funds from the program will go to offset the **costs of the production and advertising and** support the Worship and Arts Department at Memorial Park Church.
- **Admission** to the evening will be a **Pay What You Can** donation to North Hills Community Outreach. This Outreach has three food pantries, provides assistance for heating bills, and many other kinds support to those with greatest need in our area.
- **The Venue**. The church is located at Peebles and Duncan near McCandless Crossing. The tall A-frame sanctuary includes a large central platform with a 9-foot Steinway grand piano. Our venue can hold nearly **600** people interested in your musical! We will publicize to our congregation, as well as through the local newspapers and the North Hills Community Outreach.

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Dear Parents,

Congratulations! Your child has been chosen to participate in our annual Twilight Night event at Memorial Park Church. This event is a sneak peek of local high schools' spring musicals, held over two evenings in February. This year, we are holding this much-loved annual tradition on February 3 and 4 at 7:00 PM. This event is free of charge and open to all in the community, and we collect a pay-what-you-can donation that benefits one of our outreach partners, North Hills Community Outreach. This non-profit helps local individuals and families who are facing food insecurity and more.

Your child, as part of this year's musical cast, has been invited to represent your school by singing a solo or duet, or by introducing the school's musical as a narrator. Your school's director will be organizing the students' participation in this event; however, if you have any questions, please don't hesitate to reach out to me directly.

A little bit about Memorial Park: we are located in the North Hills of Pittsburgh at the intersection of Peebles Road and Duncan Avenue in McCandless. We have been hosting Twilight Night for several years now with major success! As part of our commitment to children, we have a child protection policy in place that requires parent permission for participation in events such as Twilight Night. The attached Media Release form outlines how we will use media surrounding Twilight Night promotions and during the event itself. This Media Release form must be signed by both parents and returned to us no later than January 7. This form acts as both permission for participation and a media release, so we must have a completed form for each child to participate. Again, if you have any questions, please don't hesitate to reach out.

We hope you will join us in inviting friends and family to this highly anticipated, special showcase that opens the high school musical season!

Warm Regards,



Jim Lueers
Minister of Worship & Arts
jlueers@mpcepc.org, x118

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Twilight Night

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Children/Youth Media Release Form

Memorial Park Church places a high value on the protection and privacy of our children. As such, Memorial Park Church has a Child Protection Policy that requires parent permission for any child under the age of 18 to participate in events or other activities held at or hosted by the church. Parental signatures are required for all students to participate in this event, regardless of the choice indicated in the options below. Non-submission of this form will prohibit child involvement in Twilight Night in any capacity.

From time to time, Memorial Park Church activities may be photographed, videotaped, or recorded. My signature below indicates my understanding that my child(ren) may be photographed, filmed, or recorded when participating in Twilight Night, which is considered a church activity, and that these images, videos, or recordings may be used to promote this event in the future or other church activities in print or online. While Memorial Park Church does not typically identify children under 18 years of age by name, due to the unique nature of this event as a performance, I understand that my child(ren) will be identified by their name(s) during this event in the program and as they are introduced. This event will not be live-streamed.

I also acknowledge the limitations of removing content from the world wide web and that it may never be fully achieved due to the ease of distribution through third parties, and that 100% removal is beyond the control of Memorial Park Church and its staff. Memorial Park Church will be responsible for removing requested content in a timely manner from its own online channels or pages including, but not limited to, YouTube, Memorial Park's website, MPC Mobile App, and Facebook. Memorial Park does not claim responsibility or control of distributed content beyond these mediums.

If I do not wish my child(ren) to be identified in the program or introduced during the program, and/or appear in photos, videos, or recordings, I understand that this may limit their participation in Twilight Night. While Memorial Park will make every reasonable effort to comply with my wishes, I understand that it is my responsibility to ensure my child(ren)'s non-participation in any activities that will be photographed, filmed, or recorded, especially live-streamed events.

I give permission to the above

I do not give permission to the above

Child(ren)'s Name(s): _____

Both parents/guardians must sign this form.

Name of Father (please print): _____

Signature of Father: _____

Date: _____

Name of Mother (please print): _____

Signature of Mother: _____

Date: _____

Name of Guardian (please print): _____

Signature of Guardian: _____

Date: _____

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