



SHAWANO  
JAZZ FOUNDATION



SHAWANOJAZZ.ORG  
PO BOX 296 SHAWANO, WI 54166

MEMORANDUM

TO: 2020 Shawano Jazz Festival Attendees  
FROM: Shawano Jazz Foundation  
DATE: Wednesday March 11, 2020  
SUBJECT: **Novel Coronavirus (COVID-19) impact**

Dear directors,

As of today March 11, 2020, the 2020 Shawano Jazz festival will proceed as scheduled. We ask that each school assess the health of their student musicians and act appropriately. We ask that every attendee respect standard hygiene habits and refrain from sharing food, instruments, clothing etc.

The Shawano Jazz Foundation is committed to the safety and well-being of its attendees, adjudicators, participants, staff and volunteers. Our website will be updated with information regarding the festival's preparation and response to COVID-19. Emails with any updates between today and Saturday March 14, 2020 will be sent to each band director. Again, we urge all attendees to make the choice that is best for their own personal health and safety.

Sincerely,

The Shawano Jazz Foundation