



One
Act Play
Festival

Saturday 8th September 2018

**Seymour Community Arts Centre
Anglesey St Seymour**

a production of **SEYMOUR
PERFORMERS
WORKSHOP**

One-Act Play Festival

September 8th 2018

Seymour Community Arts Centre

Participant Information Pack

Presented by:

Seymour Performers Workshop

Seymour Performers Workshop is very proud to be presenting its third One Act Play Festival. On Saturday 8th of September, theatre companies from across the state will bring their most exciting work to our Seymour festival, representing the very best in community theatre making. It is our hope that the arts community and the theatre going public will appreciate the theatre form as much as we do and that the energy and enthusiasm of Festival Director, Brett Harvey, will again translate into this exciting and innovative annual event.

For all enquiries:

Visit www.spworkshop.org.au

Or contact our Festival Director – Brett Harvey

Email: harvey.brett.a@edumail.vic.gov.au

SPW Mobile: 0490 459 853

Info Pack includes:

Pg: 3 - Event Outline

Pg: 4 - Awards

Pg: 5 - Venue Information

Pg: 5 & 6 - Performing in the Venue

Pg: 7 - Conditions of Entry

Pg: 8-10 - Entry Form 1,2 & 3.

Pg: 12 – Checklist

Event Outline

Adjudicator:

To be confirmed.

Sessions:

The festival will be comprised of four 2 ½ hour (approx.) long sessions beginning at 12 midday, concluding with a presentation ceremony in the evening. See table below.

Each session will consist of 3-4 plays with a short 10-15 minute break in between each play. Junior Groups / Youth Category performances will be on the Saturday also.

Festival Outline:	Time (approx.):
BBQ Breakfast; meet and greet	10.00am
Official Introduction and Welcoming Speech	12 midday
Session 1: 3-5 plays finishing with adjudicators notes	12.10pm – 2.30pm
Afternoon Tea Break (scones, cake, BBQ etc)	2.30pm – 3.00pm
Session 2: 3-5 plays finishing with adjudicators notes	3.00pm – 6.00pm
Dinner Break (BBQ)	6.00pm – 7.00pm
Session 3: 3-5 plays finishing with adjudicators notes	7.00pm – 10.00pm
Adjudication time and awards ceremony	10.00pm – 10.30pm

Please note: The Awards Presentation may be brought forward if sessions are not filled.

Tickets:

Tickets will be available to purchase via **Trybooking.com**, or at the door.

Tickets will be available to purchase for \$10 per adult each session, \$5 for children. A festival pass will be available for \$25 and will allow the holder to view all 3 sessions. Participants will be provided with complimentary tickets for the session/s they are performing in.

Festival Welcome Breakfast – Saturday 10:00 am:

To celebrate the opening of our Festival, all festival participants are invited join us for bacon and eggs and a hot tea or coffee to kick off the day at the Community Arts Centre. This will be a great opportunity for all participants to get a feel for the venue, network and socialise with other groups and meet the Adjudicator and Organisers.

Entry fees:

Adult Group: \$50 first play
 \$35 subsequent plays

Junior / Youth Group: \$35

Monologue: \$20

Application closes at 5pm on Sunday 15th July 2018

Payment must be submitted with Application forms.

Note: Any Applications received after this date may not be eligible to enter.

Festival Awards

Our Festival Awards are kindly donated by local businesses and many friends of SPW. We thank them for their generous support.

Best Production \$500 and Trophy

Runner Up to Best Production \$300 and Trophy

Best Male Actor \$100 and Trophy

Runner Up Best Male Actor Trophy

Best Female Actor \$100 and Trophy

Runner Up Best Female Actor Trophy

Best Director \$100 and Trophy

Best Youth Production Award \$100 and Trophy

Adjudicators Special Award \$50 and Trophy

Best Unpublished Play \$50 and Trophy

Best Set Design Trophy

Best Costume Design Trophy

Encouragement Award Trophy

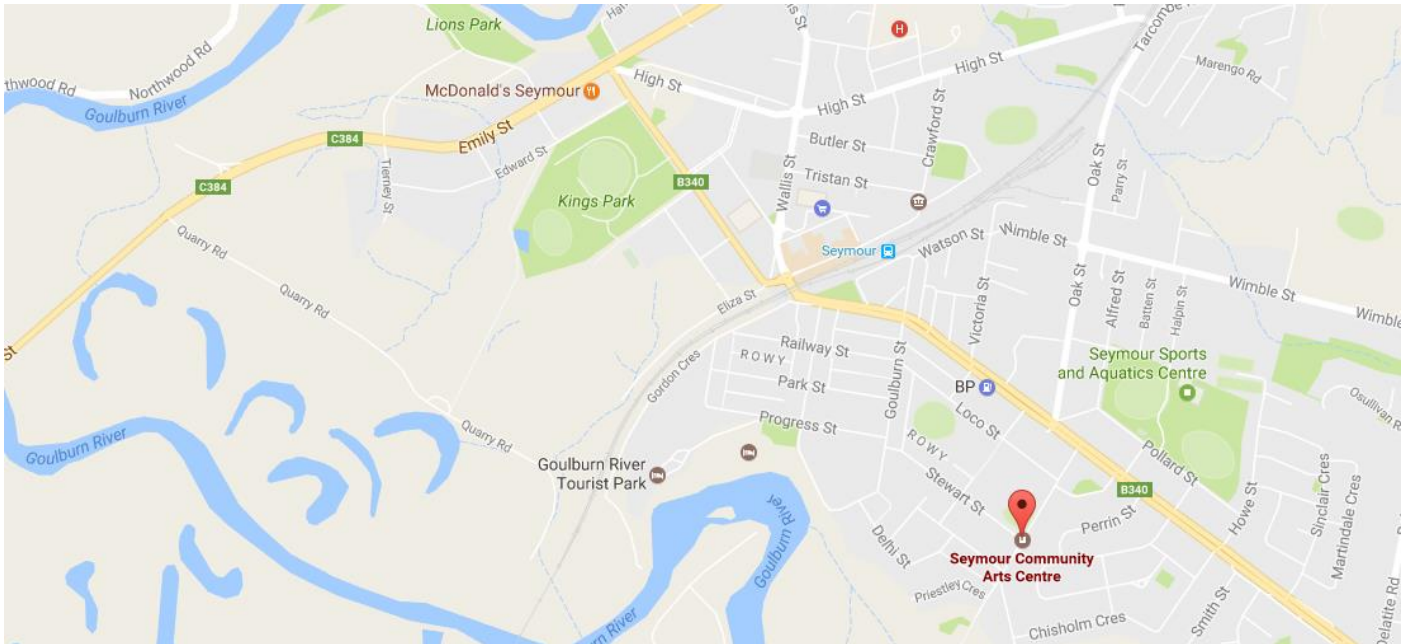
Please note: If, in the adjudicator's opinion, a sufficiently high standard has not been achieved in any of the above categories awards will not be made.

Venue Information:

Seymour Community Arts Centre

Located at the corner of Anglesey St & Loco Streets, Seymour 3660.

Carpark parking available for performers and on-street parking for visitors.



Performing in the Venue:

Performers can enter the venue via the carpark backstage door (sign on door) and need to check-in with **Stage Manager Kathy Daly**.

Alternatively, performers can enter via the front door and be greeted by SPW staff, who will direct them to Kathy. Performers will be given a tour / brief about the venue by the Stage Manager.

All staff will wear a name badge – please approach any of our staff if you have any questions about the day.

All main entries, exits, toilet facilities, etc will be sign-posted.

Performer change rooms are located upstairs. Please be mindful of what you leave in the change rooms as SPW does not take responsibility for lost, stolen or damaged items. Performers are able to use change rooms 30 mins before their Session and during their Session. At the conclusion of each Session performers are required to leave promptly to allow for cleaning and the next performers to have adequate room.

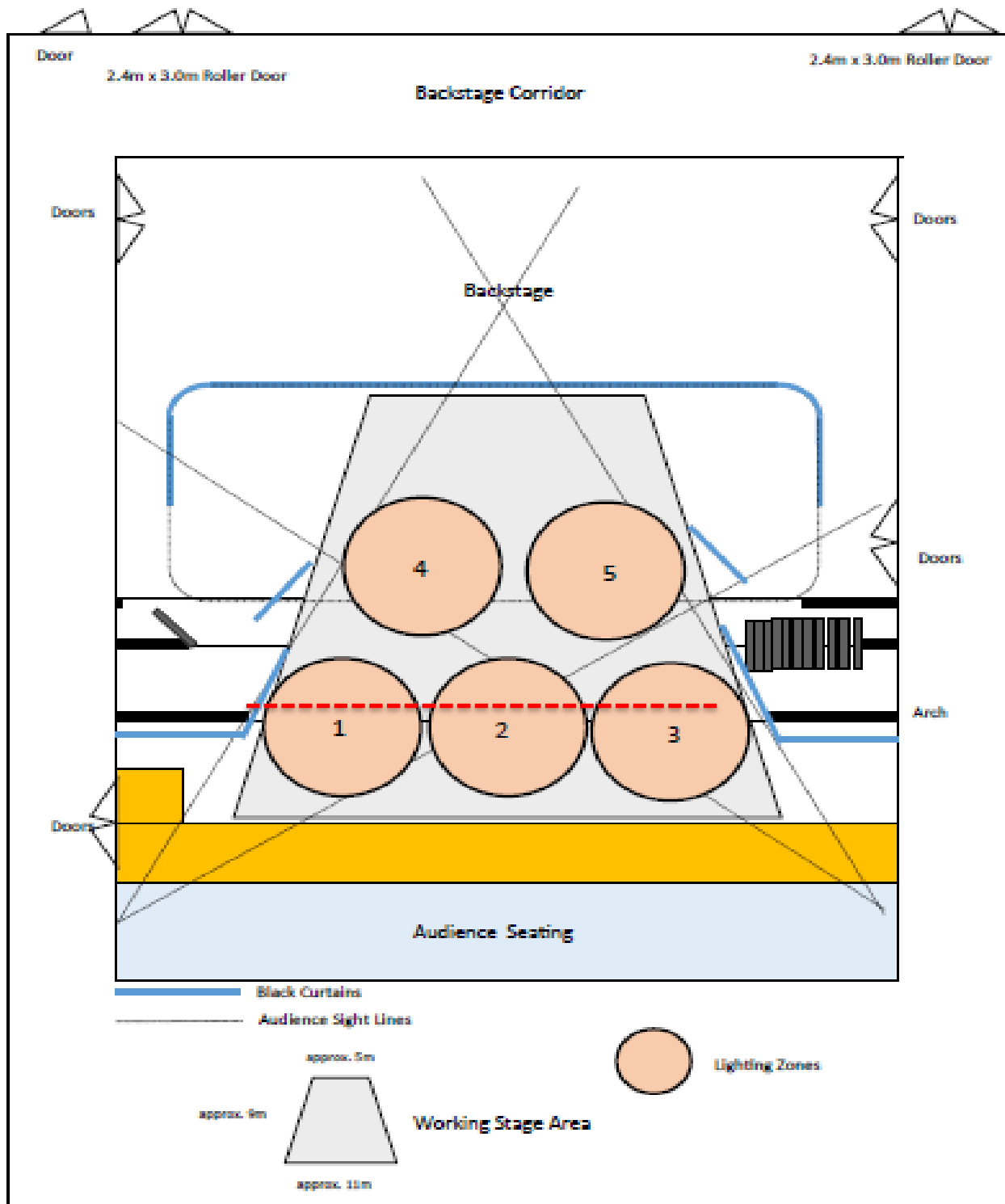
Performers will be required to check-in with our Stage Manager regardless, to confirm performance time and set-striking requirements.

Continued...

Performers are encouraged to purchase snacks, food and beverages from our canteen as it all supports our group. Please purchase and enjoy alcoholic beverages at our canteen.

Our stage is **BIG**. Please see our stage plan below. We will once again hang an additional curtain across the stage between the front lights (1, 2 & 3) and the back lights (4,5) as indicated by the dotted red line. Most performing groups will perform in the space in front of this curtain – which is approx. 8 meters x 4 meters, but we can open this up to allow the full space to be used. Please let us know on your application form if you wish to use the large space.

Seymour Community Arts Centre Stage Plan



Conditions of Entry

- 1.1** Competition is open to participants of **amateur** status only. (i.e. their role in theatre, film or television is not their major source of income).
- 1.2** Groups may enter up to three plays or monologues. All entries must be on official entry forms.
- 1.3** Entry forms and fees must be received by Festival Director by the nominated closing time and date. The Director will notify participants of receipt of their entry via email.
- 1.4** The Festival Director reserves the right to allot dates and times or to limit and/or refuse entries as it deems necessary. Should late program changes be deemed necessary the Director will endeavor to give as much notice to affected participants as possible.
- 1.5** In the event that two or more groups apply to present the same play, the first entry received will be accepted. Subsequent groups will be notified and invited to present a second choice.
- 1.6** Groups will be allocated a maximum of 60 minutes per production which includes time to set and strike stage. Plays must be at least 20 minutes in duration. Plays may be penalised if they extend beyond these boundaries.
- 1.7** Monologues must be no longer than 15 minutes.
- 1.8** All performers entering in the Youth Category must be under 19 years of age at the time of the performance. Proof of age may be requested by the Festival Director.
- 1.9** Groups are responsible for setting and striking their stage. Some assistance will be available from backstage crew if requested.
- 2.0** Two clean scripts are to be sent with each entry. Single sided A4 documents are preferred.
- 2.1** A cast list, synopsis of play (100 words max) and a brief history of the participating theatre group are required for the program and form part of the entry form.
- 2.3** The Adjudicator will provide feedback from the stage at the end of each session. The Festival Organisers take no responsibility for the views and decisions made by the Adjudicator. The Adjudicator's decision is final and no correspondence will be entered into. In the interest of non-biased and fair adjudication; no theatrical material written, directed, produced or performed by the Adjudicator may be performed at our festival.
- 2.4** Any performance royalties are wholly the responsibility of the participating group and proof of payment must be given to the Festival Manager before or on arrival. The seating capacity of the theatre is 270.
- 2.5** Participating groups are required to provide their own stage manager and/or sound and lighting technicians to work in conjunction with the Festival technical crew. Basic lighting and audio equipment is available and operated from the sound and lighting desk. An opportunity to meet with the technical team will be provided prior to the first session of the day, and in between each session. If your performance requires special effects prior arrangements will need to be made with the Festival Director.
- 2.6** The use of firearms or weapons in theatrical performance is regulated in Victoria. Any participant proposing the use of a firearm or weapon in their performance is wholly responsible for compliance with the relevant regulation and notice of such use must be accompany the Festival Application along with evidence of compliance with the relevant legislation.
- 2.7** The Organisers cannot accept responsibility for any loss or damage to participants or their property during the Festival. Please be careful.
- 2.8** Any disrespectful, antisocial or disruptive behavior by performers, audience or public will not be tolerated, and may result in being excluded from the festival. Further action may be taken as deemed necessary by the Festival Director.

Entry Form Part 1

Group Details

Name of Group:

Name of Contact:

Address:

Town:

State:

Postcode:

Contact Phone:

Email Address:

We enclose our non-refundable Entry Fee of \$

Payment Options:

Direct Deposit:

Bank Details:

Account: Seymour Performers Workshop Inc

Bank: GMCU BSB: 803 078 Acc No: 100 025 468

(Please use your GROUP NAME as your deposit identification)

By Mail:

Seymour Performers Workshop

One Act Play Festival

PO Box 8064

Seymour South 3660

(Please have cheques made payable to Seymour Performers Workshop)

We agree to abide by the Conditions of Entry which form part of this proposal.

Signed

On behalf of

Name (printed or digital)

Entry Form Part 2

Play/Monologue Details

Title of Play/Monologue:

Author:

Is your entry an unpublished script? (please circle)

Yes

No

Setting of Play:

Brief Synopsis of Play:

Brief History of Group:

Duration of Play/Monologue (excluding 5 minutes each set up/strike)

minutes

Characters (in order of appearance) Performed By:

1	Actor:
2	Actor:
3	Actor:
4	Actor:
5	Actor:
6	Actor:

Director:	
Stage Manager:	
Costume Design:	
Set Design:	
Sound:	
Lighting:	

Please circle the following as applicable:					
Drama	Comedy	Farce	Musical	Play	Monologue
Suitable for General Exhibition			Suitable for Adults only		
Youth Category (Proof of age may be required for this category – under 19 year of age)					

Entry Form Part 3

Production Requirements

- Please refer to Appendix One for the performance area floor plan.
- Please refer to Appendix Two for images of the large props available.
 - The theatre has good access to the back of stage area for loading and unloading. Each group will have a specified area for set pieces and props.
 - The Festival Organisers will provide some large props such as sofa, armchairs, bed, table and chairs, dresser. We will endeavor to assist with other reasonable requests.
 - The theatre has light and sound facilities, good size and well-appointed dressing rooms, and a large foyer with bar and coffee bar facilities. All facilities are air-conditioned.
 - Personal props are your responsibility.
 - We will not be able to build sets

Prop Requirements:

Please give as much detail as possible, we may not be able to meet your requirements exactly.

Lighting Requirements:

Please detail your lighting requirements. We will endeavor to achieve the effects you require. Please provide a lighting plot if appropriate.

Sound Requirements:

There will be a maximum of three (3) minutes of music or singing. Please bring all special sound effects and music on a CD or flash drive.

Checklist:

- 2 Copies of Script (single-sided)**
- Entry Form Part 1: Group details**
- Entry Form Part 2: Play / monologue details**
- Entry Form Part 3: Production requirements.**
- Payment / remittance advice**