



The Old Courthouse Cultural Centre

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ZONE FESTIVALS – POLICIES AND GUIDELINES

PARTICIPANT REGULATIONS

Zone Festivals are Member activities. All entered plays must be produced by current Theatre BC Member Clubs "in good standing" (I.e. No outstanding debts owed to the Zone/Theatre BC).

Each Zone will set its own Festival Dates and Entry Deadline, however each Zone Festival must be completed at least **30 days** before the provincial MAINSTAGE Festival is scheduled to open.

Zones are responsible for setting their own Entry Fee levels as approved by Member Clubs in the Zone. MAINSTAGE does not charge a Club a production entry fee, regardless of the category of participation. This permits Zones to set Zone Festival entry fees at levels the Zone financially needs to conduct its festival. Please note that all MAINSTAGE participants (*Best Production*) will be expected to register, as a minimum, for the three-day registration package at MAINSTAGE.

New Member Clubs may join Theatre BC at any time, but eligibility for their Zone Festival remains with the applicable Zone.

ALL participants, specifically the CAST and DESIGN, PRODUCTION, TECHNICAL and RUNNING CREW (*which includes ALL individuals requiring backstage access the day of production*), must be members of the Member Club with whom they are participating and "Individual Members" of Theatre BC by March 31st, or one month prior to the opening of their Zone Festival, whichever date is earlier. This registration concerns ALL work in this Zone Festival production that will be adjudicated with individual and overall achievement recognized. It is NOT restricted to simply those who attend the Zone Festival. Member Clubs will identify its Zone Festival participants on a supplied registration form submitted to Theatre BC for confirmation of eligibility. *Any Zone Festival participant joining after March 31st, will have the expiry date on his/her Club Card dated for March 31st of the following year.*

The **Zone Festival-winning play** is entitled to a "**Best Production Workshop**" (3-4 hours) with the Zone Festival Adjudicator at a time to be arranged between the Zone and Zone Festival Chair, the Adjudicator and the Member Club. The Member Club will be responsible for accommodating and providing meals and travel to a designated airport or departure point should the Adjudicator have to return to the Zone to conduct this workshop.

PERFORMANCES

There are **NO RESTRICTIONS** on the number or type of productions (*one act, full-length, musicals, etc.*) **unless** decided and agreed upon by the Member Clubs participating in each respective Zone Festival. Plays may be performed in the Member Club's community before the Zone Festival and/or re-mounted following the Zone Festival, such as a fundraiser for participation at MAINSTAGE.

Scheduling the running order of plays will be done by the Zone Festival in negotiation with Member Clubs, who in turn are urged to support other Clubs' work.

"**Curtain Calls**" are permitted and encouraged at **Zone Festivals**.

A **replacement** for an ailing or absent Cast or Crew member can be substituted provided the person is a member of the Member Club and in turn an **Individual Member** of Theatre BC prior to the Zone Festival. Replacements must only be used in emergency situations and must not have appeared in any other Zone Festival entry by another Member Club.



BRITISH COLUMBIA DRAMA ASSOCIATION

We acknowledge the continued support of the Province of BC through the BC Arts Council





TECHNICAL GUIDELINES:

The **Technical Director** and/or **Zone Festival Stage Manager** will endeavour to accommodate all technical requirements of each play.

The **Zone Festival**, as agreed by participating Member Clubs and in consultation with the Technical Director and/or Stage Manager, will define an equitable "Technical Rehearsal Schedule". HOWEVER, it is recommended that the **MAINSTAGE Guidelines** be followed, (*Maximum 4 hours for a Full-Length, 3 hours for a One Act*).

The **Technical Director** and/or **Stage Manager** will be the absolute authority in terms of facility-oriented concerns, limitations and schedules, and should be prepared to enforce the agreed-to guidelines throughout Zone Festival preparation and the festival week itself.

The two scripts for the entry selected as "Best Production" for use by the Mainstage Adjudicator and Technical Director will be forwarded to the Theatre BC Office by the Zone Festival Chair.

Letter(s) of Permission OR copy of the **Royalties (Paid) Statement/Invoice** from the play publisher, agent, and/or playwright authorising (the) festival performance(s) and any changes or deletions to the script, is/are required. A copy of this permission letter must accompany the Adjudicator's published copy of the script.

ADJUDICATION SESSIONS / CRITIQUES

A **Public Adjudication** of approximately 10-15 minutes will be given from the stage by the Zone Festival Adjudicator at the end of each performance(s).

The Zone Festival will also provide a two (2) hour "Coffee Critique" adjudication session, for more detailed adjudication, for each Zone Festival entry.

These sessions must be open to Theatre BC members/Festival Registrants as an educational opportunity. It is the choice of each Zone as to whether they choose to allow public audience to attend (at a fee or cover charge).

The Cast and Crew of the performing play are encouraged to question, initiate dialogue and request specific examples of points of criticisms made by the Zone Festival Adjudicator. Other festival participants, registrants, Theatre BC members and/or public audience in attendance are strongly advised that they should audit only, unless specifically asked for questions/input. The Critique sessions are intended as a forum to learn from the Adjudicator's expertise.

Adjudication sessions must be attended by the **Zone** and/or **Zone Festival Chair** or **Designate** to serve as a moderator or arbiter if required.

If you have any questions in regards to Zone Festivals, please contact

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