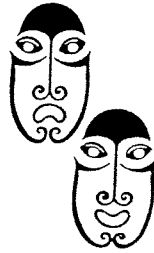


THE NEW ZEALAND THEATRE FEDERATION Inc.  
Te Peterihana o te Whare o Aotearoa



**FESTIVAL of COMMUNITY THEATRE**

**2009 District Entry Form**

**2009 National Entry Form**

**The Olga E Harding NZ Playwrighting Award Form**

New Zealand Theatre Federation  
Box 329  
Palmerston North 4440

Tel: (06) 356 5565  
nztflibrary@xtra.co.nz

National Festival Secretary  
D509 - 14 West Quay  
Ahuriri  
Napier 4110

Tel: (06) 835 2016  
ry.nan@xtra.co.nz

[www.theatrenewzealand.co.nz](http://www.theatrenewzealand.co.nz)

The New Zealand Theatre Federation Inc  
Te Petereihana o te Whare Tapere Aoteoroa  
**2009 DISTRICT ENTRY FORM**

Please find included all the necessary forms and details for entry into this years District Festival of Community Theatre  
Please complete the forms and send with all necessary documents (see Checklist) to your District Festival Organiser before the official closing date of \_\_\_\_\_

District Organiser \_\_\_\_\_

Postal Address \_\_\_\_\_

Festival Venue \_\_\_\_\_

.....  
Please take time to read the General Information and Conditions of Entry, be familiar with the rules of the Festival set out below and complete the Declaration at the end of the entry form.

**RULES OF THE FESTIVAL**

- a) There is no restriction on the nature of the presentation except that there must be at least two performers.
- b) Presentations must be between 15 and 50 minutes in length.
- c) Scene changing during the course of a presentation must be included in this time limit.
- d) There is a maximum of 10 minutes permitted for setting and a maximum of 5 minutes for striking. Groups will not be held responsible for technical delays caused by factors beyond their control.
- e) Presentations will be given one hour's rehearsal at each Festival.
- f) Groups are responsible for all performing rights and royalty payments in connection with their production at District Festivals. Performing rights **MUST BE OBTAINED** before rehearsals begin and royalties **MUST BE PAID** prior to performance. Further clarification on rights and royalties can be sought from the National Festival Secretary. Where composite, cut or adapted versions of plays are presented, the Playwright's or the Playwright's agent's written permission for such a presentation must accompany the entry form and a copy of all the cuts and/or adaptations in full **MUST** be forwarded to the National Festival Secretary. For plays obtained via the internet, copies of the web page authorising performances and/or cuts and adaptations must be included and forwarded to National Festival Secretary.
- g) Infringement of the above rules will result in disqualification.

Playmarket  
Box 9767  
Te Aro  
Wellington

Play Bureau (NZ) Ltd  
Box 420  
New Plymouth

Tel: (04) 382-8462  
info@playmarket.org.nz

Tel: (06) 757-3103  
play.bureau.nz@xtra.co.nz

## 2009 DISTRICT ENTRY FORM

Please complete this form and send with all necessary documents (see Checklist) to your District Festival Organiser before the official closing date.

Name of Group \_\_\_\_\_

Name of Director \_\_\_\_\_

Contact Address \_\_\_\_\_

\_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

FAX: Home \_\_\_\_\_ Work \_\_\_\_\_

Email Address \_\_\_\_\_

Title of Presentation \_\_\_\_\_

Playwright \_\_\_\_\_

Type of Presentation (ie – comedy, drama) \_\_\_\_\_

Approximate Playing Time \_\_\_\_\_

Does the presentation contain material/scenes/action that could be construed as offensive?

**YES**            **NO**    - cross out the one that does not apply.

Is the director a new director – ie has never directed before?

**YES**            **NO**    - cross out the one that does not apply.

Is this a new New Zealand play or presentation? A new play or presentation is one that has not been performed before a paying audience prior to 3 months before the Festival.

**YES**            **NO**    - cross out the one that does not apply.

Is this a Youth presentation or School Team? The maximum age for an actor in a youth presentation is 18 at the time of the District Festival. The ages of the director and crew are irrelevant.

**YES**            **NO**    - cross out the one that does not apply.

### **RIGHTS and ROYALTIES**

Groups are responsible for all performing rights and royalty payments in connection with their presentation at District Festivals. Performing rights **MUST BE**

OBTAINED before rehearsals begin and royalties MUST BE PAID prior to performance.

Rights have been obtained from \_\_\_\_\_

Royalty fee has been paid to \_\_\_\_\_

Amount paid \$ \_\_\_\_\_ attach a copy of the Licence

Where composite, cut or adapted versions of plays are presented, the Playwright's or the Playwright's agent's written permission for such a presentation must be granted and must be included with this District entry form.

For cuts and/or adaptations, permission has been obtained from \_\_\_\_\_  
attach a copy of Agreement for cuts/adaptations

For plays obtained via the internet, copies of the web page authorising performances and/or cuts and adaptations must be included with this District entry form

#### **NATIONAL ADJUDICATION LEVY**

This is a fee of \$60 per presentation to be paid by all teams entering the Festival and must be included with the National Entry form.

This fee contributes to the Regional and National Adjudicators travel.

#### **DISTRICT ENTRY FEE**

A District may set an entry fee for presentations to enter their District Festival – the level of this fee is at the discretion of the organising committee.

District entry fee if applicable \$ \_\_\_\_\_

#### **MEMBERSHIP TO NZ THEATRE FEDERATION**

In addition to the above National Adjudication levy and District entry fee, all teams entering the festival competitively must have paid the full NZ Theatre Federation membership fee for the year of the Festival.

Membership rates

Small society – 1 – 14 members - \$100

Medium Society – 15 – 39 members - \$200

Large Society – 40 plus members - \$300

For a group that is affiliated as an Associate Member (e.g. a school drama club, a reading group) to enter competitively they must pay the difference in subscription and become a full member before their entry can be accepted.



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**DECLARATION**

We have read and are familiar with the Rules for entry into the Festival of Community Theatre

We enclose with this District entry form:

- an authorised/original script of our presentation
- a copy of the stage plan of our presentation
- a copy of the lighting plan for our presentation
- a copy of proof of payment of our royalty fee
- a copy of the licence to perform our presentation
- a copy of the programme details for our presentation
- if applicable, the District Entry fee

Signed \_\_\_\_\_ Date \_\_\_\_\_

Position \_\_\_\_\_

**CHECKLIST**

Please ensure that this entry form is sent to the District Organiser (address details on the first page of this entry Form) with all the relevant documentation by the due date

Have you included with this entry form:

- |   | Tick  |
|---|-------|
| - an authorised/original script of your presentation    | _____ |
| - a copy of the stage plan of your presentation         | _____ |
| - a copy of the lighting plan for your presentation     | _____ |
| - a copy of proof of payment of your royalty fee        | _____ |
| - a copy of the licence to perform your presentation    | _____ |
| - a copy of the programme details for your presentation | _____ |
| - if applicable, the District Entry fee                 | _____ |

**OLGA E HARDING NZ PLAYWRITING AWARD**

If you are presenting a new New Zealand play that has not been performed before a paying audience prior to 3 months before the Festival, then the playwright may be eligible for the OLGA E HARDING NZ PLAYWRITING AWARD.

If the playwrights script is to be considered for this award please complete the separate agreement enclosed with these entry forms and return, with an extra copy of the script, with the National entry form to the National Festival Secretary.

The New Zealand Theatre Federation Inc  
Te Petereihana o te Whare Tapere Aotearoa

## 2009 NATIONAL ENTRY FORM

Please complete this form and send with all necessary documents (see Checklist) to the National Festival Secretary, D509 – 14 West Street, Ahuriri, Napier 4110, before **1 May 2009**

Name of Group \_\_\_\_\_

Name of Director \_\_\_\_\_

Contact Address \_\_\_\_\_  
\_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

FAX: Home \_\_\_\_\_ Work \_\_\_\_\_

Email Address \_\_\_\_\_

Title of Presentation \_\_\_\_\_

Playwright \_\_\_\_\_

Type of Presentation (ie – comedy, drama) \_\_\_\_\_

Approximate Playing Time \_\_\_\_\_

Does the presentation contain material/scenes/action that could be construed as offensive?

**YES**            **NO**    - cross out the one that does not apply.

Is the director a new director – ie has never directed before?

**YES**            **NO**    - cross out the one that does not apply.

Is this a new New Zealand play or presentation? A new play or presentation is one that has not been performed before a paying audience prior to 3 months before the Festival.

**YES**            **NO**    - cross out the one that does not apply.

Is this a Youth presentation or School Team? The maximum age for an actor in a youth presentation is 18 at the time of the District Festival. The ages of the director and crew are irrelevant.

**YES**                      **NO**      - cross out the one that does not apply.

**PROGRAMME DETAILS to accompany NATIONAL ENTRY FORM**

Title of Presentation \_\_\_\_\_

Playwright \_\_\_\_\_

Director \_\_\_\_\_

Synopsis \_\_\_\_\_

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Character

Actor

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## CHECKLIST

Please ensure that this entry form is sent to the National Festival Secretary with all the relevant documentation by **1 May 2009**

Have you included with this entry form:

Tick

- 2 copies of an authorised/original script of your presentation \_\_\_\_\_
- National Adjudication Levy of \$60 \_\_\_\_\_
- membership upgrade if applicable \_\_\_\_\_
- entry & script if entered in the Olga E Harding Playwriting Award \_\_\_\_\_

The New Zealand Theatre Federation Inc  
Te Petereihana o te Whare Tapere Aotearoa

## **OLGA E HARDING NZ PLAYWRITING AWARD**

### **2009 Entry form**

Title of Play \_\_\_\_\_

Name of Playwright \_\_\_\_\_

Contact Address \_\_\_\_\_  
\_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

Email Address \_\_\_\_\_

Non-de-plume \_\_\_\_\_

Name of Group entering this play in a District Festival \_\_\_\_\_

Name of District \_\_\_\_\_

Dates of District Festival \_\_\_\_\_

I would like the above play to be considered for the **Olga E Harding NZ Playwriting Award** and enclose my entry fee of \$25.

I understand that my play will be adjudicated on the script alone and not on a performance of the play.

I have read and understand the rules and conditions of entry governing this award.

I would like to receive a written adjudication on my play and understand that there is an additional fee of \$30 for this.

**YES**            **NO**    - cross out the one that does not apply.

I enclose a short synopsis of the play, a biography of myself and my cheque for \$25 or \$55 - cross out the one that does not apply – with this entry form.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Entry form to be sent with a copy of the script to National Festival Secretary, D509 –  
14 West Quay, Ahuriri, Napier 4110 before **1 May 2009**

The New Zealand Theatre Federation Inc  
Te Petereihana o te Whare Tapere Aotearoa

## **OLGA E HARDING NZ PLAYWRITING AWARD**

### **Rules and Conditions of Entry**

The play must have been performed in a District Festival of the NZTF's Festival of Community Theatre and not been performed before a paying audience prior to 3 months before the Festival

A non-de-plume is to be used by all playwrights.

An entry fee of \$25 is payable for each script entered.

An extra \$30 per script is payable if a written adjudication report is required.

A copy of the script is required to be submitted with each entry.

A short, separate, synopsis of the play is required to be submitted with each entry.

A biography/profile of the playwright is to be submitted with each entry.

A stamped addressed enclosed is to be supplied if scripts are to be returned.

Guidelines on script layout to be used are those recommended by Playmarket.

No correspondence will be entered into.

Playmarket  
Box 9769  
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Tel: (04) 382 8462

National Festival Secretary  
D509 - 14 West Quay  
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