



## Theatre New Zealand TheatreFest

### CONITIONS OF ENTRY

- There is no restriction on the nature of the presentation.
- There must be at least two performers.
- Presentations must be under 50 minutes in length.
- Scene changing during a presentation and opening and closing music, if used, must be included in this time limit.
- The timing of a presentation will be from when **house lights go down at the beginning of the presentation to when the house lights come up at the end.**
- A maximum of 10 minutes is permitted for setting and a maximum of five minutes for striking. Groups will not be held responsible for technical delays caused by factors beyond their control.
- Presentations will be allocated **up to 60 minutes** for a technical rehearsal at Local, Regional and National TheatreFest's.
- **Groups are responsible for obtaining all Performing Rights and making all Royalty payments** in connection with their presentation at their Local and Regional TheatreFest.
- **Theatre New Zealand will apply for Performance Rights and pay any Royalty fees (if applicable) for all presentations performing at the National TheatreFest.**
- **Performing Rights must be obtained before rehearsals begin and Royalties must be paid prior to performance.** Proof that Performing Rights have been obtained and that Royalties have been paid, must accompany the TheatreFest Entry Form. Further clarification on Rights and Royalties can be sought from the TheatreFest National Administrator.
- Where composite, cut or adapted versions of plays are presented, written permission from the Playwright or the Playwright's Agent for such a presentation, must accompany the TheatreFest Entry Form.
- For plays obtained via the internet, copies of the web page authorising performances and/or cuts and adaptations must accompany the TheatreFest Entry Form.
- **APRA Performance Rights and Licence**  
Performance Rights and Music Licence **must be obtained** from APRA before rehearsals begin. Proof of obtaining Performing Rights and an Agreement with APRA must accompany the TheatreFest Entry Form.  
No APRA licence is required for playing music in the auditorium of a theatre, as the lights go down at the start of a production, during scene changes, during the interval, and after the final curtain or blackout of a production.  
**If music is used within a presentation, groups must check with APRA on whether or not a Licence is required.**

### COST OF ENTERING THEATREFEST

#### TheatreFest Entry Fee

The current entry fee is **\$80** per entry for member groups (or \$100 for non-members) and is for each entry regardless of how many presentations a group/school is entering.

This Entry Fee is paid to TNZ, not the local organisers and covers administration costs of running TheatreFest.

Payment of the entry fee is by direct credit into the TNZ bank account or by posting in a cheque. Details are on the Entry Form.

### **TNZ Membership Fee**

Non-financial groups or schools who wish to enter TheatreFest competitively must become members and pay the annual membership fee of **\$100.00** by direct credit into the TNZ bank account.

Those wanting an adjudication but not wanting to enter competitively can do so by paying the \$110 entry fee and not becoming members and paying the \$100 membership fee.

### **TECHNICAL REHEARSAL** – up to 60 minutes per presentation

The TheatreFest Organisers, at all levels, will provide groups with information on the venue's stage setting, lighting and sound that will be available for that TheatreFest.

**Providing special effects, specialist or additional settings, lighting and sound is the responsibility of each group.** Information about these must be provided to the TheatreFest Organisers with the Entry Form.

If strobe lighting is used in a presentation, a warning must be printed in the programme.

**Technical rehearsals are to be used wisely**, they are to rig lights if necessary, run lighting cues, check entrances and exits, and to assess the venues performance area for acoustics etc. **Where possible, avoid doing a full run of the presentation.**

Please note that the host venue is not responsible for providing furniture and props, these are the responsibility of each team.

### **LOCAL TheatreFest**

- These are organised locally in accordance with the TheatreFest Conditions of Entry and TheatreFest Rules.
- A Local TheatreFest is financed from local funds.
- Teams entering a Local TheatreFest competitively must be available, if selected, for the Regional and National TheatreFest.
- There is no limit to the number of presentations an Adjudicator, at a Local TheatreFest, can recommend advancing to a Regional TheatreFest, including recommending that no presentations go forward if none are of a sufficient standard.
- The maximum age for actors in a youth presentation is **20 years at the time of the Local TheatreFest**. The ages of the Director and crew are irrelevant.
- There is no limit to the number of presentations a group may enter at Local TheatreFest level.
- If a Local TheatreFest is not being held, then a group may enter a TheatreFest in another area but only with the consent of its Organising Committee, or they may have their presentation adjudicated as a single entity and be considered for selection to a Regional TheatreFest

### **REGIONAL TheatreFest**

There will be one Adjudicator for the two North Island Regional TheatreFest's and one Adjudicator for the two South Island Regional TheatreFest's. After adjudicating the two TheatreFest's each Adjudicator is assigned to, they will confer to select the plays to advance to the National TheatreFest. Teams will be asked to supply the Regional TheatreFest Organising Committee with information such as stage, lighting and sound plans, any Technical support required for their rehearsal and information for the programme such as cast and crew list etc.

## **NATIONAL TheatreFest**

Up to eight presentations are selected from the Regional TheatreFest to advance to the National TheatreFest.

Teams will be asked to supply the Regional TheatreFest Organising Committee with information such as stage, lighting and sound plans, any Technical support required for their rehearsal and information for the programme such as cast and crew list etc.

## **PAYMENTS TO PARTICIPANTS**

Performers, including musicians, who are on stage as part of the presentation, cannot receive remuneration, whether direct or indirect, for performing in any competitive presentation.

Directors & Crew may be paid, but if paid cannot appear in the presentation.

## **SUBSTITUTION OF CAST MEMBERS**

A team going forward to a Regional TheatreFest may substitute an actor if, for whatever reason, a cast member becomes unavailable to perform at that Regional TheatreFest.

However, teams going forward to the National TheatreFest can only substitute an actor under exceptional circumstances and this can only be done in consultation with the TheatreFest National Administrator.

## **SCRIPTS**

Groups entering TheatreFest are required to email a **scanned copy** of their presentation, to the National **TheatreFest Organiser**, when they submit their TheatreFest Entry Form.

## **CENSORSHIP**

There is no censorship within the TheatreFest system. However, it is advised that if a presentation has scenes or language that may cause offence then a warning should be given in the programme.

## **ADJUDICATION**

Adjudications will consist of:

- a. General comments from the stage to the group and audience.
- b. A more in-depth discussion with the group in the Green Room at Local and Regional TheatreFest only. No Green Room discussion is held at the National TheatreFest.
- c. A written report.

## **USEFUL CONTACTS FOR RIGHTS AND ROYALTIES and SCRIPT INFORMATION**

### **Playmarket**

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**APRA**

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