

One Act Play Festival Terms and Conditions

1. Lake Macquarie City Council ('the Promoter') is conducting the 2024 One Act Play Festival ('the competition').
2. Information on how to enter and prizes form part of these Terms and Conditions. Participation in the competition is deemed acceptance of these Terms and Conditions and any entry non-compliant with these Terms and Conditions is rendered invalid.
3. Entry is open to anyone over the age of 12 years. Any entrant who is over 12 but under the age of 18 years must have their parent's or guardian's permission to enter the competition. Employees of the Promoter, and their immediate families are ineligible to enter. Immediate family members of the judges are ineligible to enter.
4. The competition commences at 12noon Australian Eastern Standard Time ("AEST") on 1 September 2023 with selected plays advised by 15 November 2023. Final performance and judging of awards will occur at 6.30pm AEST on Saturday 6 April 2024 ("Competition Period").
5. Who can enter
 - The One Act Play Festival is open to all to apply, including independent theatre artists, writers, directors, school, TAFE or University students and theatre groups both locally and nationally. Entrants can be of established or amateur status.
 - Entrants who are over 12 years but under the age of 18 years must be registered by their parent or guardian or accompanied by their school.
 - Employees of Lake Macquarie City Council, the judges, and members of their immediate families are not eligible to enter the Prize.
6. How to enter
 - Submission of plays will be open from 1 September 2023 to 14 October 2023 inclusive.
 - The entry into the festival is free. All costs associated with the performance – costumes, licences, props are the responsibility of the performers, group, school, or theatre company (cast and crew).
 - Entries will be accepted only if submitted online using the official entry form.
 - All submissions are to be received online, using the Smarty Grants application form.
 - A copy of the script (single-sided) must be uploaded prior to submission of the entry form. All pages are to be numbered.
 - No entries will be accepted if delivered by hand, email or post. Entrants requiring support to complete the entry form must contact Council staff by phone or email theatres@lakemac.nsw.gov.au by 12noon AEST, 14 October 2023.
 - Extension of the closing date or acceptance of late entries for the One Act Play Festival will be only at the Event sponsors discretion.
7. To enter, entrants must:
 - meet and adhere to the One Act Play Festival entry criteria.
 - meet and adhere to the One Act Play Festival terms and conditions.
8. Entry Criteria
 - All play or monologue entries must be complete, ready to perform, One Act Plays.
 - Plays must be at least 10 minutes in length and no longer than 20 minutes.
 - Monologues should be between five minutes and 10 minutes.
 - The play or monologue script must be a new, original work of the playwright and not adaptations of other plays.
 - The script must not have been published or publicly available for purchase or performance prior to submission.
 - The playwrights name or any identifying marks must not appear anywhere on the manuscript to ensure anonymous adjudication.
 - While there are no restrictions on subject matter, theme or style, plays must be suitable for performance in a community theatre to our local Lake Macquarie audience. Please carefully consider your use of profanity, slander, swearing or any language/comments that could be deemed inappropriate, offensive or defamatory

within your script. Council may require revisions (in consultation) to ensure the performance is suitable for the audience.

- The play or monologue performance needs to be suitable for the venue and work within the limitations set out below for sound, lighting, sets and props.
- All plays or monologue entries must have sourced actors (or the ability to source actors) with the availability to rehearse prior to, attend the dress rehearsal on Friday 5 April 2024 and perform the play on Saturday 6 April 2024.
- All successful plays and monologues must be able to be performed (cast and crew) on Saturday 6 April 2024.

9. Sound and Lighting

- All play performances must work within the limitations outlined below
- Lighting and sound should be as basic as possible.
- Each play performance will provide a lighting and sound operator/advisor specification sheet.
- All script marking and cue sheet entries **must** be able to be read in low lighting
- Lighting available:
 - Full White Wash or Full Coloured Wash
 - Stage Left Wash
 - Centre Stage Wash
 - Stage Right Wash
 - Centre stage special
 - Focus spots in left, right, centre stage
- All electrical equipment supplied by you for your play must have current test and tag or they will not be able to be used. Test and tag can be arranged with the onsite technician with prior notice.
- A standard 3.5mm jack aux input line in is available to run through the audio console.

NOTE: please provide any adaptors required for a standard 3.5mm jack aux input. USB Sticks may be provided with prior arrangement, but may cause delays during your allocated sound and lighting check times due to compatibility issues and corrupt files. All sound files should be provided the 3 weeks prior to the festival performance day for pre-loading into the venue system.

10. Set, props and costumes

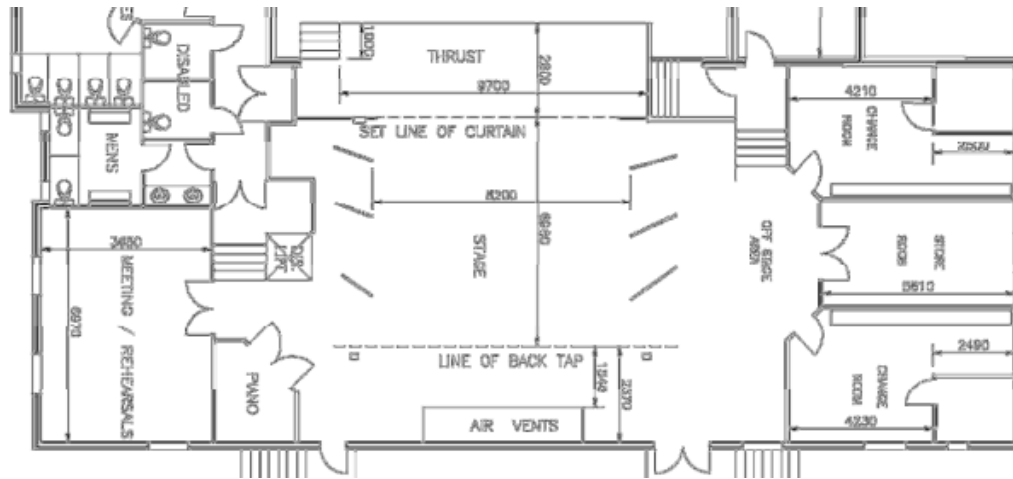
- All set and prop elements must fit through a standard doorway and be able to be lifted by two people.
- Backstage storage space is minimal, and each group will only be allocated 1 square metre of floor space.
- Basic chairs and trestle tables are available in the venue.
- No use of water, paint, helium balloons, sparkles, glass, sand, or other materials that could be considered a slip hazard or will need cleaning up – what you take on stage needs to come off stage with you at the end of your performance.

Any special effects or props you wish to use on stage must be pre-approved by the Festival Director.

11. Stage Plan

Our stage measurements:

- the proscenium is 8.5 metres wide, the apron is 2.75 metres deep and from proscenium to rear curtain is about 6.6 metres
- the wings are approximately 2m wide and upstage crossover is 1.6 metres
- without the curtains the stage is approximately 9 metres wide x 10 metres deep
- the bottom of the truss is at about 4 metres overhead
- there is no fly tower or revolve



12. This is a competition of skill and chance plays no part in determining the winners. Each entry will be individually judged, based upon individual creative merit. All entries must be an independent creation by the entrant. Entries must not have been published previously and/or have been used to win prizes in any other competitions.

13. The assessment of play submissions will consist of:

- A review committee comprising of a minimum of two and a maximum of three persons. The Festival Director and up to two Council staff members.
- Only scripts that meet the terms and conditions, as outlined during the submission process, will be reviewed.
- All scripts remain anonymous throughout the entire review and selection process and only the event sponsor has access to each play's playwright.
- The submission assessment criteria:

All submission will be reviewed based on the following artistic elements:

- Theme
 - Voice
 - Characterisation
 - Plot
 - Dialogue
 - Appropriateness
 - Mechanics
 - Overall effect
- Plays/scripts will receive a mark for each artistic element.
 - The sum of these scores will appear as the total score in the bottom of the Play submission review sheet.
 - After totalling the scores of all the plays/scripts that have been submitted, the review committee must then rank the plays/scripts according to the total scores awarded.

14. Performances at the One Act Play Festival

The performance judging panel for the awards outstanding play performance will consist of:

- Three suitably qualified judges with expertise and experience performing arts are to be appointed to judge performances of plays.
- The judges will be made aware of the rules for the One Act Play Festival.
- The judges will be aware of the prize categories.
- The judges will assess the performances based on a series of criteria.

The judges will not confer about the plays/actors before they have given their final rankings. The performance judging criteria:

All performances will be reviewed based on the following artistic elements:

- Characterisation
 - Plot
 - Dialogue
 - Overall effect
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- Each eligible play will receive marks for each artistic expression element listed. The highest possible score a play can receive is 200.
 - Each judge will add up the total score for each eligible play (out of 200) at the bottom of Outstanding Play performance judging sheet.
 - The totals from the three judges for each eligible play will be collated, giving all eligible plays a total score out of 600.
 - After totalling the combined judging scores of the eligible plays that have been performed the judges must then rank the plays (highest to lowest) according to the total combined scores awarded to each eligible play performance.
 - The highest final score for the most outstanding play performance will receive first place ranking. And be awarded *Winner Outstanding Play Performance*
 - The second highest score for most outstanding play performance will receive second place ranking and be awarded *Runner Up Outstanding Play Performance*.

The performance judging panel for the awards Outstanding Actor and youth Actor encouragement will consist of:

- Three suitably qualified judges with expertise and experience performing arts are to be appointed to judge performances of plays.
- The judges will be made aware of the rules for the One Act Play Festival.
- The judges will be aware of the prize categories.
- The judges will assess the performances based on a series of criteria.

The judges will not confer about the plays/actors before they have given their final rankings

The outstanding actor Judging Criteria is:

- | | |
|-----------------------|---------------------------|
| • Role Identification | • Emotional Believability |
| • Vocal Expression | • Ease & Definiteness |
| • Spontaneity | • Bodily Expression |
| • Vitality | • Projection |
| • Actor Contacts | • Spirit |

- Each eligible Actor will receive a mark out of 10 for each artistic expression element listed. The highest possible score an actor can receive is 100.
- Each judge will add up the total score for each eligible actor (out of 100) at the bottom of Outstanding Actor judging sheet.
- The totals from the three judges for each eligible actor will be collated. Giving all eligible Actors a total score out of 300.
- After totalling the combined judging scores of the eligible Actors that have been performed the judges must then rank the Actors (highest to lowest) according to the total combined scores awarded to each eligible Actor.
- The highest final score for the most outstanding play performance will receive first place ranking. And be awarded *Winner Outstanding Actor*.
- The second highest score for most outstanding play performance will receive second place ranking and be awarded *Runner Up Outstanding Actor*.
- An actor cannot win more than one award.

- Should the Outstanding Actor Award winner or runner up be under the age of 19 years, then the next highest scoring Youth Actor as noted with (OAAU19) in the total combined scoresheet will be awarded the Youth Actor Encouragement Award.

15. Upon completion of all of the requirements above and subject to compliance with all Terms and Conditions, the entry is deemed complete and the entrant will automatically be entered in the draw using the details provided to have a chance of winning a prize.

16. Subject to condition 12 below, each entry becomes the property of the Promoter on submission. All details will be held in accordance with the relevant privacy legislation, and Lake Macquarie City Council's Privacy Policy, which can be accessed by visiting www.lakemac.com.au or calling (02) 4921 0333.

17. To the extent that an entrant submitting an entry claims any intellectual property and/or moral rights, title and interest in an entry being a work of art, image, photograph, reproduction, or other artistic or other literary creation, those intellectual property and/or moral rights, title and interests remain vested in the entrant. However, the entrant grants to the Promoter an irrevocable, royalty-free, non-exclusive, non-transferable and non-sublicensable licence to use the intellectual property and/or moral rights in the entry for the purposes of the Competition. Further, in submitting an entry, the entrant represents and is taken to represent to the Promoter that:

(a) any use, disclosure, reproduction, transmission, exhibition, communication, adaption, publication or otherwise the exercise of rights in relation to the entry in whatever form by or on behalf of the Promoter or its agents or subcontractors will not infringe the intellectual property or moral rights of any person and is consented to by all relevant right holders; and

(b) each right holder possessed of intellectual property or moral rights arising in relation to or connection with the relevant entry agrees that its intellectual property or moral rights are not and will not be infringed by, and consents to, acts or omissions of the Promoter or its agents or subcontractors which would otherwise constitute an infringement of legislation dealing with intellectual property or moral rights.

18. The Promoter reserves the right to verify the validity of all entries and reserves the right to disqualify any individual entrant or group of entrants if, in its reasonable opinion, the entrant(s) have tampered with the entry or verification process, including but not limited to the utilisation of techniques to make multiple entries or the submission of an entry that is not otherwise in accordance with these Terms and Conditions.

19. In the event that the Promoter reasonably believes that an entrant has tampered with the entry or verification process, in addition to declaring any or all entries made by that entrant invalid, the Promoter may in its complete discretion preclude that entrant from participation in any or all future competitions of the Promoter.

20. If for any reason this Competition is not capable of running as planned, whether caused by infection by computer virus, mobile phone failure, line drop out, bugs, tampering, unauthorised intervention, fraud, technical failures or any other cause beyond the control of the Promoter which corrupt or affect the administration, security, fairness or integrity of the Competition, the Promoter reserves the right in its sole discretion, to cancel, terminate, modify or suspend the Competition. The Promoter may in its sole discretion disqualify any entrant who tampers with the entry process in this way.

21. The Prizes are valued at:

- a) Winner Outstanding Play Performance - \$500
- b) Runner Up Outstanding Play Performance - \$300
- c) Winner Outstanding Actor - \$500
- d) Runner Up Outstanding Actor - \$300
- e) Winner Youth Actor Encouragement - \$300

22. Total prize pool for the One Act Play Festival is valued at \$1900.

23. After the end of the Competition Period compliant entries will be judged by the judging panel in accordance with the judging criteria at 126-138 Main Road Speers Point NSW 2284 or such other location published as part of the

Competition. The winners as selected by the judging panel will be announced at the completion of session 2 of the Festival / Saturday 6 April 2024 and published on Monday 8 April 2024 at 12noon AEST.

24. The winners will be notified in person at the One Act Play Festival and confirmed in writing by email by Tuesday 9 April 2024 at 12noon AEST.

25. The prize is not transferable.

26. The prize value is correct at time of publication but no responsibility is accepted for any variation in the value of any prize.

27. In the event that any prize item is unavailable despite the Promoter's reasonable endeavours to procure such item, the Promoter reserves the right to substitute the prize (or that part of the prize) with a prize to the equal value and/or specification, subject to any directions from the relevant regulatory authority or to any legal compliance requirements.

28. The Promoter retains the absolute discretion to require a winner to provide proof of age, residential address and identity in a form determined by the Promoter before awarding the prize. If the winner is over the age of 12 but under the age of 18, the prize money will be awarded to their parent/guardian.

29. Each entrant and the winner agree that all right, title, interest and risk in the prize vests in the winner upon its collection. Upon collection, the Promoter is not responsible if a prize is lost, stolen, destroyed, or used without the winner's permission. The winner also agrees that the Promoter is not responsible for the provision of or availability of accessories or other items required to use the goods or services the subject of the prize.

30. Each prize winner should look to the retail supplier or manufacturer of that prize product or service for all warranties and other support. However, these Terms and Conditions do not exclude or limit the application of any statutory provision (including a provision of the Competition and Consumer Act 2010 (CCA)) where to do so would contravene that legislation or cause any part of these Terms and Conditions to be void.

31. If the initial winner does not claim their prize within one month of being notified to claim their prize, the Promoter may award that unclaimed prize to an entrant whose entry has not already been awarded a prize in the Competition but whose entry the judging panel determines in accordance with the judging criteria displays outstanding individual creative merit.

32. The award will be presented at the conclusion of the One Act Play Festival and subsequently made available at 126-138 Main Road, Speers Point, NSW, 2284. Within one month of a prize being unclaimed by the initial winner, the new winner will be notified by telephone or email within two business days of the award.

33. Entrants and prize winners consent to their name and suburb and a copy, image or other representation of their entry being published by the Promoter or the media. If requested, entrants and prize winners must also consent to a short interview with Council and the media where their interview responses may be used in media or promotional material at the Promoter's absolute discretion.

34. The Promoter is not liable for any loss or damage whatsoever which is or may be suffered, including but not limited to indirect or consequential loss, or for personal injury suffered or sustained during the course of accepting or using the prize, except for any liability which cannot be excluded by law.

35. The Promoter's decision in relation to the interpretation and enforcement of the Terms and Conditions and the judging and awarding of the prize is final.

36. The Promoter is Lake Macquarie City Council (ABN 81 065 027 868) of 126-138 Main Road, Speers Point, NSW, 2284. The Promoter's contact person is Kirrily Anderson kdanderson@lakemac.nsw.gov.au