



**IU Ruth N. Halls Theatre
Acceptance Form
for
Chapter Select Performances**

June 22 – June 27, 2020
Indiana University Bloomington



<p>Please read the enclosed information and save a copy for future reference.</p> <p>Complete and return (via mail) this Acceptance Form to the ITF home office by April 1, 2020.</p>	<p>Thespian Festival, LLC affiliated with The International Thespian Society</p> <p>4805 Montgomery Rd., Suite 400 Cincinnati, Ohio 45212</p>
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IU RUTH N. HALLS THEATRE
CHAPTER SELECT PERFORMANCE ACCEPTANCE FORM

Please type or print legibly

IMPORTANT: Prior to mailing this completed form to the ITF home office make a copy for your own records and information.
Deadline date for receipt: April 1, 2020.

1. Troupe No.: _____ School _____

2. Troupe Director: _____

School Principal: _____

3. School correspondence address:

Name: _____

Street: _____

City: _____

State: _____

Zip: _____

Phone: _____

Fax: _____

4. Troupe Director home address:

Name: _____

Street: _____

City: _____

State: _____

Zip: _____

Mobile Phone: _____

Email: _____

5. Title of presentation: _____

7. Author's full name: _____

8. Play publisher: _____

9. Play Director: _____ Email: _____

8. Cast size _____

9. Exact playing time of your presentation (**not to exceed 45 minutes inclusive of curtain call**): _____

10. Please use the space below to provide a brief (maximum 25-30 words) synopsis or overview of your play/presentation for the one-act booklet. Please indicate the presentation's genre (comedy, drama, mime, etc.). If left blank, no description will appear:

11. Does the performance include strong language and/or mature content? YES NO

12. Does the performance have any sound effects? YES NO

If yes, please explain: _____

Please note: Sound effects should be kept to an absolute minimum. Minimal sound effects can be played through the venue sound system via CD, audio file or an MP3 player's headphone jack.

13. Does the performance have any lighting effects? YES NO

If yes, please explain: _____

Please note: Lighting effects should be kept to an absolute minimum. You are required to utilize the venue's rep lighting plot. There are no specials or follow-spots available.

14. Does the performance include a gunshot or other loud noise? YES NO

If yes, please note in your program if a gunshot or other loud noise is used in your performance. A lobby notice and a pre-show announcement are required and should be coordinated with the Festival venue staff.

15. Please indicate how many, if any, venue-provided props you need to use for your performance. Please do not exceed the number of items listed.

____ Sofa (1)

____ Arm chair (1)

____ Wooden Desk (1)

____ Wooden Chair (1)

____ Table (1)

____ Stools (6)

____ Stacking Chairs (8)

____ Cubes (6)

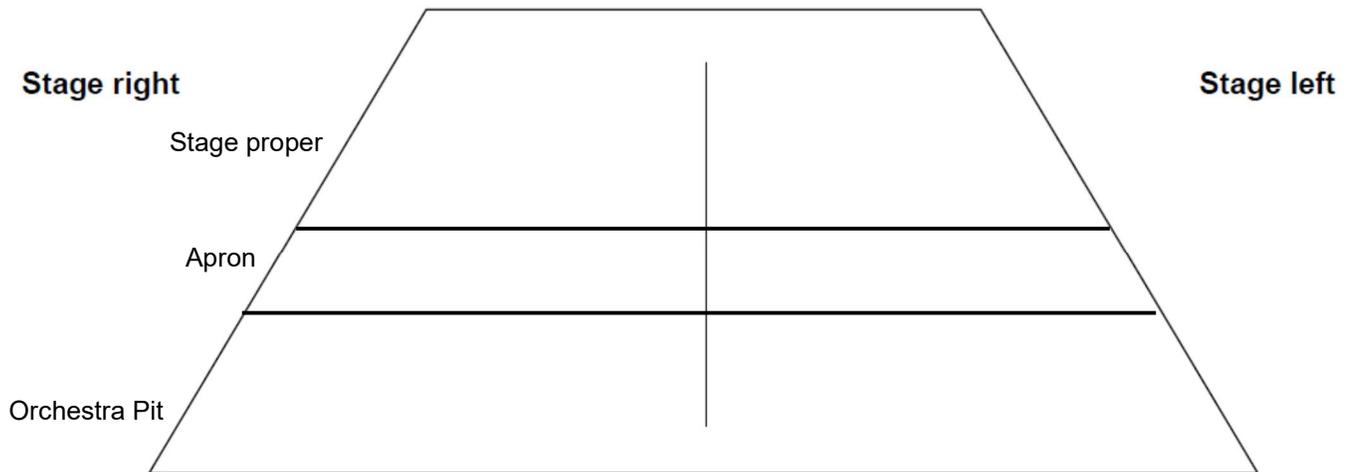
____ Music Stands (4)

Please note: No platforms or step units will be provided. Any items not listed must be provided by the performing school and must be stored in delegates' rooms during Festival week. No pyro effects, no sets, scenery or flats. All hand props, make-up and costumes must be provided by the performing troupe. Indiana University and Thespian Festival, LLC, their employees, volunteers, and officers shall not be responsible or liable for loss or damage to any property belonging to any troupe and/or individuals assisting a troupe with their production.

16. Please indicate which areas of the possible performance space your production will use:

- _____ 34' W x 30' D (Stage proper / Up-stage of the Proscenium)
- _____ 34' W x 34' D (Stage proper plus stage apron)
- _____ 34' W x 44' D (Stage proper plus stage apron and orchestra pit)

17. Please sketch a brief technical plot of your production below. Indicate the approximate placement on stage of venue-provided set pieces and include any props you will be bringing with you. Indicate approximate measurements for those items you will bring. (See the facility guide for definition of props and set pieces).



17. Please indicate the status of the performance rights and/or royalty:

- _____ Attached to this form is the proof of performance rights or royalty waiver for presentation during Festival Week, June 22-27, 2020
- _____ The proof of performance rights or royalty waiver will follow under separate cover. (Must be received to the Festival office by **May 16, 2020**)

I have read the above Acceptance Form and the IU Ruth N. Halls Facility and General Information documents and agree to abide by the rules contained therein. I understand that Thespian Festival, LLC, EdTA, ITS, and Indiana University, their members, officers, directors, or employees shall not be responsible or liable for injury to any person or persons, or for loss of, or damage to, any property belonging to any troupe and/or individuals assisting a troupe with their production. I understand that replacement costs for damage to the theatre and/or theatre equipment by our troupe will be the responsibility of our troupe and/or school. I further understand that my performance time slot will not be guaranteed until I have submitted complete registration materials and fees, and royalty information to the Festival home office.

Troupe Director Signature _____ Date _____

Principal Signature _____ Date: _____

Please return this completed form and any addendums to:

Jim Curtis
Thespian Festival, LLC
4805 Montgomery Rd.
Suite 400
Cincinnati, Ohio 45212
Fax: (513) 977-5923

FOR OFFICE USE ONLY

Date received: _____
Date responded _____
Proof of royalty/waiver received: _____
Performance date: _____
Performance day _____
Performance time: _____