Dear One-Act Director,

Greetings! You are cordially invited to the Norfolk High School One-Act Competition, which will be held on Saturday, November 2, 2019. This competition will provide a great kick start for you and your teams. Additionally, it will give your team a chance to perform in The Johnny Carson Theatre prior to the state competition, which is also held in Carson Theatre.

The Johnny Carson Theater offers a state-of-the-art facility for your students to perform in. The Johnny Carson Theatre provides professional sound and lighting equipment, an excellent performance space, and fantastic acoustics.

We will hire veteran judges to critique your performances. We believe this competition will be a positive experience for you and your students. As a side note, Norfolk High School will perform first in the competition for critiques and individual acting awards, but will not be eligible for any team awards.

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| **TEAM** | **PERFORMANCE TIME** |
| Norfolk - Not eligible for team awards | 9:00 a.m. |
| South Sioux City | 10:00 a.m. |
| David City Aquinas | 11:00 a.m. |
| St. Edwards | 12:30 p.m. |
| Fremont | 1:30 p.m. |
| Homer | 2:30 p.m. |
| York | 3:30 p.m. |
| Kearney | 4:30 p.m. |
| Awards to Follow |  |
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Confirmed judges: Kara Acino, Tami Maytum, Jarod Ockander, Gailen Volquardson

The entry fee is $150 per school and is due by October 18, 2019

I ask that all directors please email me your intentions to attend as soon as possible. This document will serve as the NHS One-Act Competition Master document and will be updated as time progresses If you have any questions, please do not hesitate to contact me! The Norfolk High Theatre Department looks forward to hosting your team during our 5th annual One-Act competition.

Sincerely,

Taryn Retzlaff

Norfolk High School Theatre

tarynretzlaff@npsne.org

402-316-9594

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Parking:

Parking is available in the front of the high school for spectators.

Buses should park in the west of the high school in the far west parking lots.

Loading/Unloading:

We will utilize the same process used during State Play Production. Load in will be through the double doors (door 6) behind Carson. The bay door will be used to load-out set.

You will have a full 15 minutes for final load-in before your performance, and roughly 15 minutes for load-out.

Loading in will be a two-step process. 1. While the school ahead of you is moving their set from our scene shop to the stage, your team will move your set from your trailer into the Carson scene shop. 2. When it is your team’s turn to stage, you will move your set from the Carson scene shop onto the stage.

The load-out process needs to happen immediately after your show ends!

Then the students can proceed to critiques.

Following your performance, be sure all of your set pieces and props are loaded, and your truck is moved away from the load-out door. The truck used by the group that is performing can then alternate to the load-out door and the “on-deck” performance can get their truck to the load-in door.

Entrances:

Spectators may enter the main doors in front of Carson Theatre.

Team Entrance:

Participants, sponsors, and team personnel should enter through the

main front doors of Carson Theatre.

Valuables:

Each team will be responsible for its own valuables.

Admission:

$5 Adults, $3 Students (with ID). Ticket sales will begin 60 minutes before

the first scheduled performance. The house will open to audience members 30 minutes before the first scheduled performance.

Awards: We will offer the following recognition at the conclusion of the day:

**Norfolk High Champion**

**Norfolk High Runner-Up**

**Outstanding Technical Crew Award (made for techies by techies!)**

**Best Actress and Actor Awards**

**Outstanding Acting Performance Awards**

Seating & Supervision:

Each school is expected to provide enough supervision to ensure that their

students and spectators act in a responsible manner.

Dressing Room Time:

All schools will leave their belongings in the cafeteria area and get dressed in the bathrooms down the hall from the cafeteria.

Critiques:

Oral critiques will take place following every performance. They will take place in

the high school choir room, which is right by the Carson Theatre lobby. Please assemble your casts as quickly as possible, after load-out, so the judges will have time to talk to them.

Concessions:

Concessions, operated by the Norfolk Theatre Boosters, will be open throughout the

day.

Hospitality Room:

There will be a hospitality room located in the hallway adjacent to Carson Theatre

(room 104). The hospitality room is for Directors, Judges, Event Personnel,

and Bus Drivers.

Weather:

In case of inclement weather, the Tournament Director will notify the schools in the

tournament and inform them of the revised schedule. If a participating school cannot make the festival, a call to Taryn Retzlaff at 402-316-9594, at your earliest convenience is greatly appreciated.

Weapons Policy:

- All weapons must be stage weapons or simulated weapons.

- Participating schools will notify the host director prior to the competition and let them know that they use stage weapons.

- Participating schools will take a picture of the weapon and send it to the host director.

- Participating schools will arrive to the performance venue with the weapon completely covered in a tote of some kind.

- Upon checking in, participating schools will leave their weapon with the registration table which will then keep it secured backstage.

- When the participating school starts setting up, the weapon will be checked out to them for use in their show.

- Following the performance, the participating school must load it away, out of sight, in their trailer or bus.

Live Animals:

- Participating schools using live animals will notify the host director prior to the competition and let them know they use live animals in their play.

- Participating schools will arrive to the performance venue with the live animal in a secure cage.

- Upon checking in, participating schools will leave their live animal with the registration table which will then secure the animal in the dressing room.

- When the participating school starts setting up, the live animal will be checked out to them for the use in their show.

- Following the performance, the live animal should be removed from the building or secured in the dressing room.

- The participating school must provide one adult to monitor the animal for as long as it remains on Norfolk High School property.