



PERFORMING ARTS SOCIETY

1-ACT FESTIVAL 5

APPLICATION KIT

Please complete and return to a member of SHIFT staff, email to nick.sartore@shiftarts.ca, fax 1.855.562.2500 or snail mail to:

SHIFT Performing Arts Society
170-422 Richards Street – Vancouver, BC – V6B 2Z4

DEADLINE FOR COMPLETED INFO & PAYMENT: SUNDAY, FEBRUARY 19, 2012 6:00 PM

Successful candidates will be contacted by MARCH 3, 2012. We look forward to receiving your application!

DATES

June 14th and 15th at The Cultch's Vancity Culture Lab (Vancouver)

June 21st – 23rd at the Inlet Theatre (Port Moody)

VENUES

Located at 100 Newport Drive The Inlet Theatre is a unique, intimate space located in the heart of Port Moody. The theatre is fully equipped with professional sound, lighting and audio visual presentation equipment, and casts have access to a shared dressing room and green room space.

The Vancity Culture Lab at The Cultch is a black box studio theatre located on the Northwest corner of Victoria Drive and Venables Street in East Vancouver. This newly renovated theatre is home to a vibrant art scene and at the heart of the East Vancouver community.

FESTIVAL DETAILS

The SHIFT 1-Act Festival is a presentation of SHIFT Performing Arts Society, a not-for-profit organization that SHIFTS focus, attention and expectations through our creation of innovative, exciting and challenging live performance art. Currently in its fifth year, the SHIFT 1-Act Festival is presenting a selection of short plays (under 1 hour) from June 14th – 15th at The Cultch's Vancity Culture Lab and June 21st to 23rd at the Inlet Theatre in Port Moody. We feature primarily up and coming local artists and are looking to showcase innovative and exciting theatrical experiences.

For many years, SHIFT has presented the 1-Act Festival at the Inlet Theatre alone. The great experiences of the past have led us to offer the same opportunities for local artists by adding an additional venue at The Cultch's black box studio theatre: the Vancity Culture Lab. The addition of The Cultch as a venue is an exciting opportunity which will attract many new artists to the 1-Act Festival. With high demand for this venue, the participants who perform at The Cultch will be selected based on certain qualities including technical requirements, artistic vision, and a portion selected from Vancouver based artists. Please keep in mind that The Vancity Culture Lab is a studio space and productions being considered must have simpler technical requirements. We're interested in hearing your artistic vision, and a space is provided on the application to explain why your show would be a perfect fit for the venue.

SHIFT continues to support participants by providing them with opportunities to perform in exciting venues - SHIFT is also an entirely volunteer-run organization that receives no public/government funding. **SHIFT provides all publicity and marketing, front of house, hiring of technical staff, performance scheduling and box office services for all performances as part of the festival.** Participating companies are required to pay a festival fee of \$130, \$100 of which is fully refunded to the artist after a successful performance at the festival.

FEES

You must include two separate fees in your application, paid by cheque. **The first is a \$30 Entry Fee which is non-refundable and helps with the cost of the festival. The second is a refundable Entry Deposit of \$100.** Applications will not be accepted unless *both* fees are included. Cheques for Entry Fee's will not be cashed until companies are successfully chosen while cheques for companies not selected will be destroyed immediately. The \$100 refundable entry deposit will be returned in-full to successful candidates on the evening of their performance (more details under Rule/Regulations paragraph 3.)

SELECTION PROCESS

The 1-Act Festival is a juried festival. Our Programming Committee, including Artistic Managing Director Nick Sartore, will read all submissions. Please follow all guidelines when putting together your proposal. Applications will be assessed based on artistic content, clarity of vision, and balance in regards to the other plays selected. Please keep in mind that the more you can convey your artistic vision the better for the jury. Include why this work has value to you and why you want to share it at the festival.

FESTIVAL RULES AND REGULATIONS

1. Performances must be **no more than 60 minutes in length**. SHIFT maintains the right to stop, without warning, any performance that runs over the agreed upon running time, which is set according to the show info sheet (enclosed on p4) completed by the performance director.
2. **Each performance at the Inlet Theatre will be given a maximum two hour technical rehearsal time**, which includes load-in, stage set up, lighting and sound programming, and run through or dress rehearsal. Changes in the schedule may be considered for performances with more extensive technical needs. The production schedule is set by SHIFT's Technical Director.

3. **Each performance at The Cultch will be given a TBD technical rehearsal time**, not more than one hour either on June 13 (day before performances) or on the day of the performance. Your technical requirements will be taken into consideration if you request to be programmed into The Cultch.
4. **All directors must pay the \$30 non-refundable entry fee + \$100 refundable entry deposit.** Only the \$100 deposit will be returned in-full to successful candidates on the evening of their performance. If a show is cancelled or removed from the festival line-up before the performance date by SHIFT, the deposit and entry fee will be returned in full. If a show is cancelled or removed from the festival line-up before the performance date by the performance director, the deposit and entry fee will NOT be returned.
5. Performances that are part of the 1-Act Festival are SHIFT productions and therefore must adhere to all company policies, including the release of confidential information, ticketing, advertising, promotions and sponsorship. All performances will be under the care and control of SHIFT Performing Arts Society and its code of conduct.
6. The 1-Act Festival is a juried presentation, and as such, we reserve the right to attend an unlimited number of rehearsals and provide feedback to performance directors. Directors will be expected to either take this feedback as a friendly suggestion, or make necessary logistical changes during the rehearsal process. **SHIFT maintains the right to remove a show from the festival before the performance date if it is deemed that the show is not up to the appropriate artistic standard.**
7. SHIFT carries \$5M of limited general liability insurance for all performances that are part of the 1-Act Festival. This policy will cover actors, crew, and patrons during the technical rehearsals and performance dates, but NOT for any other rehearsals. SHIFT cannot assume liability for any rehearsals or performances outside of the Inlet Theatre and The Cultch.
8. Although the 1-Act Festival is an uncensored artistic forum, we do not condone illegal activity. **Any performance in violation of any applicable federal, provincial or municipal law, by-law or any other rule or regulation will be removed from the festival immediately.** SHIFT maintains the right to stop a performance, without warning, if any illegal activity is taking place. In both venues smoking is not allowed on stage or in the venue.
9. All participants, including directors, actors, and crew are expected to support all of the performances in the festival and attend each evening. Complimentary Artist Rush Passes will be given to each cast and director to be used 5 minutes before the show performance starts, provided the performance is not sold out.
10. SHIFT will reimburse certain pre-approved production costs and will purchase publisher rights/royalties for all performances, up to a maximum of \$50 per show. For approval of production expenses, contact Nick Sartore at 778.300.1852 x201 or nick.sartore@shiftarts.ca.
11. SHIFT manages all box office operations for the Inlet Theatre location while The Cultch operates its own box office. In both cases SHIFT sets ticket prices. Tickets for the Inlet Theatre are available online and at the door. Performances at The Cultch are available at www.thecultch.com and during The Cultch's box office hours by phone (604.251.1363).
12. The contact person completing this application is the sole contact for the performance. All communication between the performance and SHIFT must be exclusively with this person (usually the director or stage manager).

13. **Please be sure to make a copy of the show information sheet for your records once you've completed it.** Be sure to read the policies very carefully. If you're emailing this form in, please be sure to mail us your cheques to complete the contracting process.
14. For questions regarding this package, please contact Nick Sartore, Artistic Managing Director at nick.sartore@shiftarts.ca or 778.300.1852 x201.

The application form with contact info, technical requirements, and space for you to share your artistic vision is included in the following pages.

Please complete this information carefully and take the time to share your passion for your show.

If you need addition space, please include extra pages – the more info you can provide us, the better!

If you have any questions or want some tips on your application, please give us a call or shoot us an email:

Nick Sartore, Artistic Managing Director
778.300.1852 x201 or nick.sartore@shiftarts.ca

Kelsey Wood, Operations Manager
778.300.1852 x202 or kelsey.wood@shiftarts.ca

Please also include a copy of your script / a one-page treatment of your script in progress or artistic concept so that we can read your show while reviewing your application.

CONTACT INFORMATION

Company Name: _____

Contact Name: _____

Telephone Number: (____) _____ - _____

E-mail Address: _____

Mailing Address: _____

Please indicate which venue you are interested in performing in.

Please note there is no guarantee to which venue you will be placed, this is simply to know preference. If know you'd like only perform at one venue, please indicate.

Inlet Theatre _____

The Cultch _____

SHOW INFORMATION

Title: _____

Playwright: _____

Running Time: _____ **Cast Size:** _____ **Genre:** _____ **Age Rating:** ____+

Mature Themes? ____ **Coarse Language?** ____ **Sexual Content?** ____

Rehearsal Space: *(if you have one)* _____

TECHNICAL REQUIREMENTS (ALL PRODUCTION INFO T.B.C. BY SHIFT STAFF)

Lighting & Sound:

Set & Props:

Costumes/Other:

Artist Vision – why you want to perform at the 1-Act Festival?

I herby certify that this information is true and I have read and acknowledge the guidelines and parameters set with regards to this application.

SIGNATURE: _____ DATE: _____

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PROGRAM GUIDE INFO / SHOW CREDITS FORM (for print)

This form must be submitted by May 4.

Show Name:

Playwright:

Director's Name:

Cast List:

Actors Name	Character Name

Synopsis / write-up (100 words or less):

[Empty box for synopsis/write-up]