



HIGH SCHOOL ONE- ACT FESTIVAL

RULES/REGULATIONS AND REQUIREMENTS

Any special accommodations needed to ensure an individual troupe member's full participation in the festival must be requested in writing by October 1st. Notify the Executive Director or Registrar at the address listed below. Florida Theatre Conference 200 NE 1st Street, Suite 117 Gainesville, FL 32601

The Board of Directors of the Florida Theatre Conference has adopted these rules and regulations to help provide you and your *school/ organization* a safe theatre experience.

*All cast and crew must be high school students, and must be registered members of FTC

Staging

- Only one production per school/organization can be entered.
- A participating organization/school may select from all types of plays and musicals. However, performances must be age appropriate for students.
- The play may be a published work or an original piece.
- A participating school must secure production rights from the author or publishers and are responsible for paying any royalty fees required. The Florida Theatre Conference shall in no case be held responsible for any faults that may occur in royalties. The publishing company shall be included as part of the FTC Festival program. A copy of the production rights must be included with registration for the One-Act festival.
- No eating of food is allowed backstage, in the dressing/makeup rooms, or hallways of any theatre at Theatre Winter Haven and/or AdventHealth Fieldhouse & Conference Center.
- A participating organization may hold the stage for no more than 45 minutes from set up to strike. A theatre which exceeds the time allotment is subject to disqualification and the performance may be stopped if it goes over time.
- All schools must start with an empty stage. In addition to the 45-minute performance time, there is five minutes of pre-set time when company (troupe?) members may move set, pieces, props, furniture, musical instruments from the 10'x10' area to the appropriate side of stage for performance. During this 5-minute pre-set time, lights and sound cues may also be checked. All set pieces, props, costumes etc. must be struck from stage in the allotted 45 minutes. It must



then be moved back to the 10'x 10' preset area before the next one-act performance.

- An additional time allotment of fifteen minutes is given to the respondents for oral critiques.

Tech

- A participating organization must provide its own technical materials such as set, make-up, costumes, hand and furniture properties, and sound effects.
- No individual spiking of the stage is allowed.
- All sets, props, furniture, and costumes must be able to be pre-set in a 10'x10' square or equivalent space backstage. Costumes may be moved to dressing room at the ½ hour call time prior to school's performance.
- The organization must adhere to the regulations of the state fire codes. Special lighting effects are allowed within the limitations for the place of performance, and the equipment provided by Theatre Winter Haven. The Theatre Winter Haven Lighting Director does not recommend using programmed lighting cues due to short prep time. Shows need to be run "on the fly" there not be time for programming. The Theatre Winter Haven Lighting Director can provide ample amounts of control from sub-masters and will be present to help students/volunteers navigate the board.
- Open flame or pyrotechnic effects of any kind are not permitted. All "special effects" (smoke, fog, gun shots (live or recorded), water, or strobe light) must be cleared through the High School Division Chair at least two weeks in advance of performance.
- The use of any weapons of any kind must be approved in writing by the High School Division Chair. Notification and approval must be completed at least two weeks prior to performance.
- A detailed floor plan showing the size and the arrangement of the stage can be seen here [[Theatre Winter Haven Stage Floor Plan](#)]. Each organization must be responsible for setting, striking, and cleaning the area for its own production within the allotted performance time (45 minutes).
- Questions may be directed to any High School Division Chair, Jonathan Jackson at jonathan@flatheatre.org

THEATRE WINTER HAVEN
REVISED TECH INFORMATION
FESTIVAL PACKET: FTC 2021

GENERAL INFORMATION

Theatre Winter Haven
Chain O' Lakes Civic Center
210 Cypress Gardens Blvd.
Winter Haven, FL 33880
theatrewinterhaven.com



BOX OFFICE / LOBBY (West Entry 1)



UPSTAIRS LOBBY (North Entry 1)

Box Office: 863-294-7469

Producing Director:

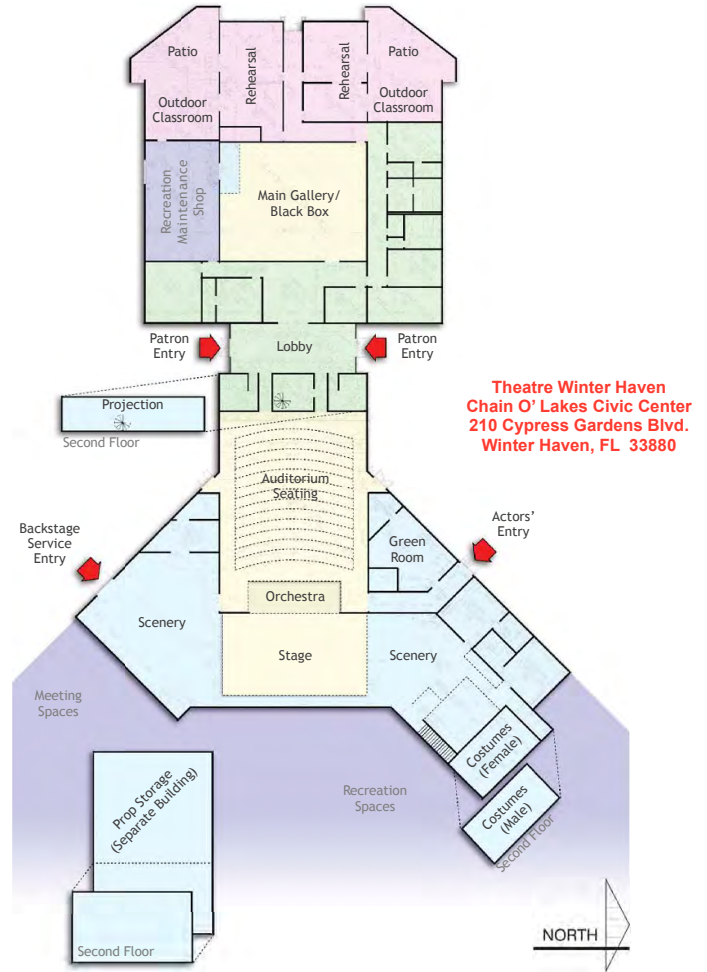
Dan Chesnicka
dan@theatrewinterhaven.com

FTC Site Chair:

Sara Catherine Barnes
saracatherine@theatrewinterhaven.com

Operations Director:

Jesse Munro
jesse@theatrewinterhaven.com



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LOADING DOCK (North Entry 2)

LOAD-IN INFO

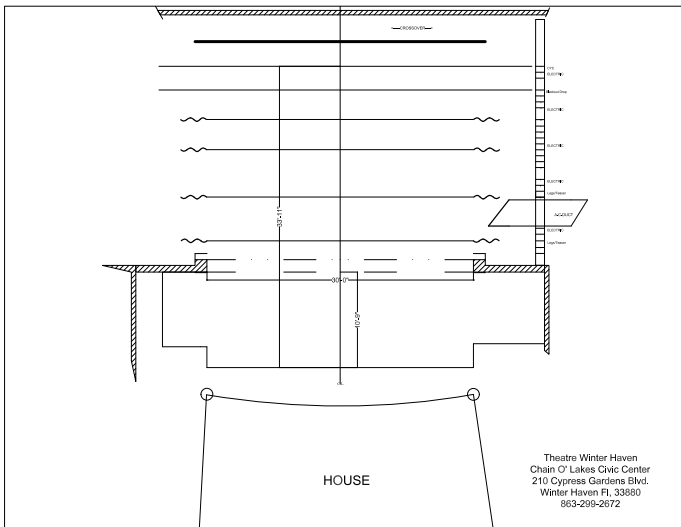
- Street level loading is accessible on the north side of the building.
- Roll-up door opening: 9'-6" x 10'
- Truck/Van parking on the north side of the building.

STAGE

The TWH MainStage is a proscenium house that seats 332. The black painted stage floor CAN be screwed into, as necessary.



Proscenium width: 30'-0"
Proscenium height: 16'-6"
Stage depth from proscenium line: 23'-2"
Apron depth to proscenium line: 10'-9"



- Grand Curtain & Cyclorama are available.
- Wing space on both sides greater than 20', with the exception of DSL in 1 which has approx. 8'.
- There is a backstage video monitor (SR).
- AC power is available DSL, DSR, USL & USR

CONTROL BOOTH

The lighting and sound control booth is located on a second floor at the back of the house.

The stage manager's console is also located in the booth. It is equipped with an audio monitor, and a Clear Com station. Shows are best called from the booth, but it is possible to call a show from the ASM station backstage right.

COMMUNICATIONS

9x Clear-Com Head-set and belt-pack wired communications are available. Units are preset at the following stations: SM, Lighting Board Operator (back of house), SL Curtain/Fly, Fly Cage (backstage); all four follow spots (catwalk). Most head sets may be moved or reconfigured as needed.

In addition, there are four Telex BTR-800 wireless headsets available that can be used as needed. Usual deployment is Sound Board Op, SR ASM, and SL ASM.

LIGHTING/ELECTRICAL

ETC Ion with two touch-screen monitors. A TWH programmer and/or operator will be provided as needed.

The stage is divided into 15 acting areas. See Repertory Plot for details. These instruments may not be re-focused or re-gelled.

Each company has access to as many as 6 specials— which may or may not include the use of the four moving fixtures in the repertory plot.

Follow spots are not available for FTC one acts.

Standard 20-amp circuits (wall outlets) are available: downstage L and R, as well as upstage L & R.

SOUND

Allen & Heath dLive, DM0 MixRack, C3500 control surface w/ 24 faders and dual touchscreens, 3x DX168 stage boxes.

Stage boxes for up to 48x24 mic/line I/O, and up to 64x64 Dante I/O.

Front of house system is LCR. LR reinforcement is Yamaha DXR15, Center cluster is Fulcrum Acoustics FH1565. Rear fills are 2x Yamaha DBR10.

3x Stage monitors (Electro-Voice EVU low-profile monitors) are available as needed. Boundary mics can be mounted on the apron for basic amplification.

A windows PC and Show Cue System software is available for sound cue playback.

NOTE: Mono/stereo input channels will be made available for companies who wish to bring their own device for sound playback: laptop, iPod, iPad, CD, minidisc, DAT, etc.

Additional channels are available for companies who wish to bring sound equipment for musical performance. Please contact TWH Operations Director in advance to ensure your special sound needs can be accommodated.

SPECIAL NOTES

The use of atmospheric effects (haze, smoke, fog) and NOT permitted in the space.

Open flame of any kind or pyrotechnic effects are NOT permitted in the space.

Overhead rigging will not be available for FTC one acts.

DRESSING ROOMS/GREEN ROOM

Dressing rooms for Men and Women are located off stage right. Each dressing room can accommodate 10-12 people comfortably.

The Green Room is located down a short hall off stage right. An audio monitor is available. A small kitchen (refrigerator, microwave, sink) is available in the Green Room.

WIFI & INTERNET ACCESS

WiFi is available throughout the building. To access it, join network: TWH_GUEST and use password: theatre123.

ADA ACCESS

ADA access to the stage is available from either the actor's backstage entrance on the north side of the building, OR the box office lobby from West Entry 1.

ADA access to the lower house is also available from either the actor's backstage entrance on the north side of the building, OR the box office lobby from West Entry 1.

ADA access to the upstairs lobby and upper house is available by ramp on the north side of the building, OR the elevator in the box office lobby.

