



FESTIVAL ENTRY FORM

NAME GROUP:		
CONTACT:	EMAIL:	
ADDRESS:	TEL:	
PLAY TITLE:		
AUTHOR:		RUNNING TIME:
IS THIS A YOUTH ENTRY? YES/NO.	IF YES, WHAT AGE RANGE:	IS THIS AN ORIGINAL PLAY? YES/NO

PLAY SYNOPSIS (TO BE USED IN THE PROGRAMME)

CAST AND CREW DETAILS

DOES THE PLAY CONTAIN ANY MATERIAL NOT SUITABLE FOR UNDER 18S.	YES/NO
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Please note any days that you CANNOT perform (please be as flexible as possible)

THE NATIONAL DRAMA FESTIVAL

The ODN festival is a member of the National Drama Festivals Association (NDFA) which selects the cream of amateur plays to perform at an annual festival in July at the Albany Theatre in Coventry. Our adjudicator is able to recommend any play from this festival to the NDFA selection committee. (To read more about the festival please go [here](#)). **Please**

check the box if you would like to be considered for selection should the adjudicator think that the play is suitable.

I agree to adhere to the rules of the festival

Signed _____ On behalf of _____

I enclose a copy of the script for the adjudicator *I enclose a cheque for the entry fee / I have paid by bank transfer
 (see T&Cs for details)

Please return the form to : Karen Carey, Kelbrooke, Townsend, Harwell, Oxon OX11 0DX (karencarey@me.com)

Terms and conditions

The aims of the Oxfordshire Drama Network Festival



- To bring our member groups together to celebrate amateur theatre
- To provide a forum for amateur theatre in all its forms
- To provide a safe learning environment for new directors and performers

Rules

1. The festival is open to paid up member groups of the Oxfordshire Drama Network.
2. A member group may enter one or more team.
3. Each team will be allowed 60 mins in total to set up, perform and strike the set.
4. A group may perform a one act play, a devised piece or an extract of a full-length play providing that it can stand alone in its own right
5. No play in copyright may be performed without a license or written permission from the playwright/rights holder
6. Written permission for any cuts or alterations should be obtained
7. Each group is required to forward a hard copy of its script to the Festival Secretary by the date requested. This copy is for the use of the Adjudicator and will be returned. *NOTE: - Photocopies are only permitted where the Publisher's or playwright's consent has been obtained*
8. An entry fee of **£25** is payable for each entry by an adult performing group, Youth entries are free. A Youth entry is classified as a play where every member of the cast is under 18 or in full time education. The fee can be paid by cheque or by bank transfer – account name: Oxfordshire Drama Network, Account no. 30779562, Sort code: 30-99-50
9. Current regulations concerning the safeguarding of children and vulnerable people must be adhered to and are the responsibility of the group.
10. Scenery, props and any special lighting must be provided by the company. All scenery, set and props must be fireproof. Any special lighting equipment, sound equipment, pyrotechnic equipment or practical props, including firearms, brought in by the group must comply with Health & Safety regulations and can only be used by prior agreement with the festival stage manager.
11. A 45 minute Technical Meeting on Sunday 30th May will be arranged by the Festival Committee to enable participating groups to view the Stage and Facilities and talk to the in-house technician
12. The Oxfordshire Drama Network are not responsible for any liability for any injury, loss or damage to any scenery, props, costumes, theatrical equipment etc., belonging to competing theatre groups.

Please note

Accessibility: Unfortunately, because of their medieval origins, the Abbey Buildings are not fully accessible. There is a removable ramp which allows level access into the Lower Hall, but the Long Gallery where we have our front of house and refreshments situated is accessed by a straight external staircase. Access to the Unicorn Theatre auditorium is through a side door and down a few steps. However, there are two wheelchair spaces which can be accessed on the level.



Dressing Rooms: The dressing rooms are situated behind the theatre and accessed via a narrow public passageway. There are a couple of steps down to the first dressing area, but the smaller dressing room is up a flight of stairs.

Toilets: The newly refurbished WCs are located on the ground floor in the Lower Hall, but both the Ladies and Gents are up a few steps, and we do not have a wheelchair accessible WC.