

Pre-Show Information Form 2014



SEARS ONTARIO DRAMA FESTIVAL
FESTIVAL DE THÉÂTRE SEARS DE L'ONTARIO

Return this form by e- mail or fax
by **FRIDAY FEB. 7** to Sue Daniel:

e- mail: susan.daniel@sympatico.ca
questions: 905-764-8643

*** VERY IMPORTANT: If this form and required supporting documents are not received ON TIME, in the absence of other info we will assume you have withdrawn from the festival for this year.**

School: _____ Board: _____

_____ Toronto North _____ Toronto Central _____ Toronto South

Staff Advisor: _____ School Phone: _____

Home Phone _____ staff e mail address _____

Host School: _____ Performance Date: _____

Performance Information: These are required for district calendar -- ALL info is necessary!

Title of Play _____

Approximate running time _____ Genre _____

Brief Plot Synopsis _____

Playwright: ____ original, student (s) ____ original, teacher ____ collective, teacher + students
_____ other (ex: former student or teacher, friend/relative) ____ **published***

**** If this is a published script, we have been granted performance rights and have paid royalties to :**

Publishing Company _____

**** If there is non-original music being used, we have permission to do so and/or have paid royalties to:**

SOCAN: for pre- and post-show music ONLY _____

Music Publisher for music used within the performance _____

**** VERY IMPORTANT: You MUST attach the letter(s) or e mail(s) granting permission / detailing royalties TO THIS FORM WHEN SENDING IT TO SUE DANIEL BY FRIDAY FEB. 7; this is in accordance with Festival practice across the province. A telephone call is insufficient and any e mail should identify the person giving permission.**

IMPORTANT NOTES re PROGRAM COPY:

- If the script or music used is by ANYONE EXCEPT a current teacher or student (s) at your school, acknowledgement of performance rights MUST be on your program! Anyone acknowledged on the program who is an adult (eg, professional playwright, teacher, parent, former teacher, graduate of your school) MUST be identified as Mr., Mrs., or Ms.
- Please create your show's program copy according to the template sheet (download from the SODF website) --there are two versions, short and long; you may choose to use a distinctive font for the Title although there is no guarantee that the host school will be able to use that exact font in the final program.
- Contact your host school about the best method of communicating the program information electronically and date needed.
- **COPY WHICH DOES NOT INCLUDE ROYALTIES AND RIGHTS INFO, AND TITLES FOR ADULTS, WILL BE RETURNED TO STAFF ADVISOR TO BE CORRECTED BEFORE BEING ACCEPTED AND PRINTED!**