27th September 2017

Dear Sir/Madam

**Southern Counties Drama Festival 19th – 24th February 2018**

As the tropical weather slowly vanishes over the horizon and a chill wind creeps into the mornings, what better way to banish the oncoming blues than thoughts of the Southern Counties Drama Festival! We are one of the first rounds of the All-England Theatre Festival, which, now in its 8th decade, is the only countrywide, competitive festival of one-act drama in England. The winners go on to compete in the British Final and this year was England’s turn to bring home the grand trophy, with Total Arts Community Theatre (TACT) of Tamworth prevailing in Belfast. Next year the baton is passed to Stirling for the British Final, which seems a good enough excuse to pour myself a small whisky.

Our 2018 Festival sees a new face behind the adjudicator’s desk and it gives me great pleasure to welcome Jennifer Scott-Reid GoDA to the Southern Counties Drama Festival. She boasts over 30 year’s experience in all aspects of theatre, including several productions at the Edinburgh Fringe Festival, and is co-founder, artistic director and actor of 'Act Too' and 'Drama Queens'. We very much look forward to hearing her thoughts and insight on the productions each night and to bid her a warm welcome at the Barn Theatre!

As always we are keen to encourage new groups to take part in this friendly Festival and with that aim I am enclosing entry forms in the hope that you will consider entering a play next year. If you have any queries or concerns about entering the Festival our friendly Festival Director, Bruce Reed, would be delighted to talk to you or even arrange a meeting at the theatre to show you around. You can ring Bruce at the Festival Office on 01959 561811 or 07802 302025. The completed forms would need to be returned to us with your remittance by 23rd October. If you need more entry forms please photocopy as necessary, email or phone and request more forms from us, or simply download additional copies from our website: <http://www.barntheatreoxted.co.uk/scdf.html>

Once entries have been confirmed we will issue the remaining technical and programme information forms for completion later in the year.

So I refill my whisky glass and raise it to a happy and profitable end to the year and I very much hope to be welcoming you to the Southern Counties Drama Festival next year.

With kind regards



Peter Calver

Chairman SCDF

## SOUTHERN COUNTIES DRAMA FESTIVAL 2018

# PRELIMINARY ROUND OF THE ALL-ENGLAND THEATRE FESTIVAL

**19th – 24th February 2018**

Festival Chairman: Peter Calver, Festival Secretary: Carolyn Rowley, Festival Director: Bruce Reed.

**Festival Office: 15a High Street, Westerham, Kent, TN16 1RA**

**Telephone: 01959 561811 or 07802 302025 Email: scdfatbarn@btinternet.com**

**OPEN AFTERNOON**

The festival venue, **THE** **BARN THEATRE, Bluehouse Lane, Oxted, Surrey**, **RH8 0AA**, will be on view on **Sunday, 28th January 2018** **from 2pm until 3.30pm,** primarily for Producers, Directors, Stage Managers and technicians but other members of the team are welcome also. The Festival Committee and technicians will be there to answer any queries and discuss the details of staging, lighting and sound requirements for your entry, so please do make the effort to come along. The Barn stage can often be available for rehearsals so please enquire if this is of interest.

**TECHNICAL REHEARSALS**

Technical rehearsals will be held on one or two days (to be determined by the number of entrants) over the weekend of the **17thand 18th February 2018**. These will be allocated by the Festival Director and each session lasts 30 minutes.

**COMPLETION OF FORMS**

There are various forms that entrants need to complete by certain dates. We realise that sometimes you do not have all the information requested and if this is the case please tell us, rather than delay submission of your forms.

FORM A The entrance form, which should be completed and sent to the Festival office, to be received by **Monday 23rd October 2017**

 **PLEASE NOTE THAT THE FORMS BELOW WILL BE SENT OUT FOLLOWING THE CLOSING DATE FOR ENTRIES i.e. AFTER 23rd OCTOBER**

FORMS B, C, D & E These forms provide information which will be used in the programme and the technical details required by the backstage team. Please return all the completed forms to the Festival Office, to be received by **Monday 15th January 2018**.

 The programme will be made up shortly after this.

INSURANCE We need to remind entrants that insurance cover for all items brought to the theatre is the responsibility of the entrant.

We realise that the planning of a festival play is often fraught with problems around this time of the year. We have considerable experience of festival and if you have something you would like to discuss please do get in touch and if we can assist, we will.

*Form A*

## SOUTHERN COUNTIES DRAMA FESTIVAL 19th – 24th FEBRUARY 2018

# ENTRANCE FORM

**Please complete and send off to ensure receipt by the Festival office by Monday 23rd October 2017**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Name of Society |       | Adult or Youth entry |  |

2. Name & address to which all festival postal correspondence should be sent:

|  |  |
| --- | --- |
| Name |       |
| Address |       |
| Phone |       |
| Email address |      to which **all** festival email correspondence, should be sent |

|  |  |
| --- | --- |
| 3. Would you like a written adjudication at a cost of £40  | Yes [ ]  No [ ]  |
| 4. Title & Author of play |       |
| 5. Estimated playing time |       |
| 6. Number of speaking parts |       |
| 7. Do you wish to be considered eligible to go forward to all other stages of the  All-England Theatre Festival 2018?  | Yes [ ]  No [ ]  |

8. **PLEASE ENCLOSE WITH THIS FORM**:
(Cheques to be made payable to the Southern Counties Drama Festival or paid direct by bank transfer to the Southern Counties Drama Festival, account number 69595703, Santander, sort code 09-01-55 quoting group name as a reference for identification)

#### Entrance fee of £135 for each entry which includes 12 tickets at £10 each for the evening of your performance, for you to sell or dispose of as you like.

1. Fee of £40 for written adjudication.

9. One copy of your play should be received by **24th November 2017** at the latest. If cuts are made to the script, written permission from the appropriate authority should accompany the script, as the adjudicator will wish to see this permission.

## UNDERTAKING

1. I undertake to pay any royalty before the performance.

2. On behalf of my Society, I undertake to abide by the rules and any decision of the Festival Committee with regard to any matter relating to the Festival arrangements.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |       | Date |       |