

ESTAFest10/Original Works PRODUCTION and TECHNICAL REGISTRATION

*This form must be completed and returned to the ESTA Festival Chairperson prior to April 15, 2010.
State level membership is required to participate in ESTAFest10/Original Works Festival.*

Festival Entry	Festival Dates	Submitted by: _____ Individual Name
<input type="checkbox"/> ESTA Entry <input type="checkbox"/> OW Entry	05/7-9/2010	Submitted by: _____ Theatre Name
		Submission Date: _____ MM/DD/YEAR

THEATRE INFORMATION

Theatre Name _____

Contact Person _____ Position _____

Mailing Address _____

City _____ State _____ Zip _____

Telephones: **(O)** _____ **(C)** _____ **(H)** _____

(F) _____ E-Mail Address _____

PRODUCTION INFORMATION

Production Name: _____

Author/Composer Name(s): _____

Estimated Set-Up Time: _____ Estimated Run Time: _____ Estimated Strike Time: _____

ENTRY / PRODUCTION REPRESENTATIVE

Entry/Production Representative Name _____

Mailing Address _____

City _____ State _____ Zip _____

Telephones: **(O)** _____ **(C)** _____ **(H)** _____

(F) _____ E-Mail Address _____

TECHNICAL REPRESENTATIVE

Technical Representative Name _____

Mailing Address _____

City _____ State _____ Zip _____

Telephones: **(O)** _____ **(C)** _____ **(H)** _____

(F) _____ E-Mail Address _____

ESTAFest10/Original Works TECHNICAL INFORMATION

Technical Requirements – Please attach Lighting Plot and Set Design if available.

Lighting Needs – Please detail any specials you intend to use including instrument type, preferred hang location, approximate focus location, and whether you will be providing it (them) or if you would like festival host to. Please note any equipment you plan to bring under “Special Equipment” on the reverse side.

Followspots : **The Theatre does not have Followspots.**

Sound Need – Please detail any equipment that you will need such as reel-to-reel tape deck(s), cassette deck(s), CD player(s), offstage microphone(s), etc. Please note any equipment you plan to bring under “Special Equipment” on the reverse side.

Set Specifications – Please detail any soft goods including trim and opening. Please attach a floor plan and sectional view of your set if available. In addition, please let us know the approximate space you will need for set storage as the theatre has no wing or backstage space. This will aid in determination of additional storage requirements at the theatre.

Fly Space Requirements – Please detail the number of fly lines that you want. Include your preferred location, their intended use, and the approximate load weight. **NO FLY SPACE AVAILABLE AT THEATRE**

Special Equipment/Needs – Please detail any special effects equipment you may be bringing (especially those involving smoke, fog, or combustible material.) **Any equipment not approved by the Festival Technical Director, prior to your arrival, may be prohibited from use in the theatre. DE STATE LAW DOES NOT ALLOW SMOKING IN PUBLIC PLACES. IF YOUR SHOW REQUIRES SMOKING YOU MUST USE NON-TOBACCO CIGARETTES OR PROP CIGARETTES.**

Other Special Considerations – Please note if your production uses firearms or other weapons (real or simulated) or uses any type of open flame (including matches, candles, etc.)

Personnel Requirements

Please mark your personnel requirements on the grid below. Note that due to contractual agreements in some theatres, certain positions may have to be staffed by house personnel.

Light Board Operator	Not Needed	We will provide	Please provide for us
Sound Board Operator	Not Needed	We will provide	Please provide for us