

MEMORANDUM TO: Schools Participating in the Group 3A VHSL
State Theatre Festival, December 5, 2016

FROM: Lisa Giles, Assistant Director

DATE: November, 2016

Congratulations on your success at conference and regional festivals. We look forward to your performance at the State Theatre Festival at Monticello High School, December 5.

Enclosed are materials to assist you in planning for the festival. Please study them carefully and call Lisa or Sharon at 434-977-8475 if you have any questions.

It is important that you be at your rules meeting on time. After that session, you will be able to examine the facilities and discuss your production needs with the festival staff. Please see the schedule for tech/stage walk times.

SET ROTATION

All performances will take place in front of the mid-stage traveler. At the start of the day, the cast/crew of all four shows shall place their props/set in the designated areas behind the mid-stage traveler. Once Show #1 is over and fully strikes, the cast/crew of Show #2 shall wait for the cue by the stage manager before setting. Repeat for Show #3 and #4. Each school has five minutes to set and five minutes to strike.

DRESSING ROOM ROTATION

When Show #1 is on stage, the cast of Show #2 should be in the dressing rooms. When Show #2 is on stage, the cast of Show #3 should be in the dressing rooms, and when show #3 is on stage, Show #4 should be in the dressing rooms. Cast for Show #1 may not enter the dressing rooms until prompted by the stage manager (35 minutes prior to your published start time). Casts that are in the dressing rooms should use the schedule provided to anticipate the end of the show on stage and be prepared to set as soon as the previous show finishes and strikes. When leaving the dressing rooms, casts should take care to remove all belongings in preparation for the next cast's use.

RULE 101-2-1

101-2-1 Rules and Regulations-All members of the cast and crew, as well as any person providing live music as part of the performance, must meet eligibility requirements.

Note: As a rule of thumb, adult directors' participation at VHSL festivals should cease when timing begins and resume when timing ends. Adult directors may take part in pre-performance production meetings, set and strike. Adult directors should not assist backstage or in the sound/light booth during the performance, as such tasks are considered work of crew.

It is important that your company members see as many of the other productions as possible. We also encourage you to invite others to attend the festival. It is likely that most of the audience will come from the participating schools.

Please see the enclosure for directions to the theatre at Monticello High School. If you are planning to stay overnight, our official hotel is the Holiday Inn Monticello. Please call as soon as possible (434-977-5100) to make your reservations. Please mention VHSL Theatre to obtain the special rate.

There will be a dinner break at the end of the last performance. There is no place within walking distance in which to purchase lunch. You are also welcome to bring food, but no food or beverage is permitted in the auditorium.

Beyond that, we congratulate you on qualifying for the State Festival and look forward to seeing your work. It looks like it will be an exciting day of outstanding theatre.

LRG/sdc

Enclosures: Schedule
Theatre Production Information (separate file)
Directions to Charlottesville
Accommodations
Souvenir Merchandise Sheet

GROUP 3A STATE THEATRE FESTIVAL

MEETINGS – MONDAY, DECEMBER 5, 2016

3:25 – 3:40 p.m. – Rules Meeting with Directors and Students

3:40 – 3:45 p.m. – Tech/Stage Walk – Warren County

3:45 – 3:50 p.m. – Tech/Stage Walk – Brookville

3:50 – 3:55 p.m. – Tech/Stage Walk – Skyline

3:55 – 4:00 p.m. – Tech/Stage Walk – Turner Ashby

PERFORMANCES – MONDAY, DECEMBER 5, 2016

4:25 p.m. – Warren County – WIT

5:10 p.m. – Brookville – PROPERTY RITES

5:55 p.m. – Skyline – AND

6:40 p.m. – Turner Ashby – PETER/WENDY

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**APPROXIMATELY 8:10 p.m.
AWARDS**

DIRECTIONS TO CHARLOTTESVILLE AND MONTICELLO HIGH SCHOOL

FROM RICHMOND AND POINTS EAST:

Take I-64W to Charlottesville, take exit 121 (Charlottesville/Scottsville exit), turn left onto Route 20S. Continue straight through two stoplights (passing Monticello Visitors Center on the right), turning right at the third stoplight onto Mill Creek Drive. Monticello High School is the second right on Independence Way.

FROM ROANOKE AND POINTS WEST:

Take I-64E to Charlottesville, take exit 121 (Charlottesville/Scottsville exit), turn right onto Route 20S. Continue straight through two stoplights (passing Monticello Visitors Center on the right), turning right at the third stoplight onto Mill Creek Drive. Monticello High School is the second right on Independence Way.

State Festival Accommodations

For your convenience, a block of hotel rooms has been reserved for state theatre qualifiers at the Holiday Inn Monticello, located at 1200 5th Street S.W., Charlottesville, VA 22902. The room rate is \$72.99 plus 10.3% tax per night. Breakfast is NOT included. You may reserve your rooms by calling 434-977-5100. Deadline for reservations is November 29.

Or you may wish to support the Virginia High School League by booking your accommodations on our travel site at <http://www.ytbtravel.com/virginiahigh>.

Attention Drama Coach!

T-SHIRT SPECIAL OFFER

Souvenir T-shirts, long sleeve T's and hooded sweatshirts, personalized with the names of all competitors, will be available for sale to students at Theatre Festival.

Fine Designs, the official apparel printer for all VHSL State Championship events, will provide a variety of styles. If you have a specific design or customized artwork/idea that you would like the printer to consider, you may call Ivan Skachko at 440-525-1787 to discuss your concept. Be sure to contact Ivan as soon as possible so he will have time to consider your request.

