

REGION III – AACT ASSOCIATION

REGION III SUPPLEMENT TO AACT/FEST HANDBOOK

Approved by the Board of Directors of
Region III – AACT Association
on (date) _____

This Supplement to the AACT/Fest Handbook has been compiled to specify actions to be taken at the Region Festival. In the event of a discrepancy with the AACT Handbook, the Handbook will prevail. This is in keeping with the Board resolution noted at the April 5, 1997 meeting of the Board stating that the Board, by mail ballot, had adopted the AACT/Fest Handbook for use in the forthcoming Region Festival.

(Re-keyed for archival purposes (07/06/2012))

REGION III-AACT ASSOCIATION FESTIVAL HANDBOOK SUPPLEMENT

1. SELECTION OF SITES FOR REGION III FESTIVALS

- a. Final approval of the site will be made by the Association's Board of Directors.
- b. Location of Festival will be rotated among the states of the Association in accordance with the tradition of having Ohio host the festival in any year ending in "1", Wisconsin in years ending in "3", Michigan in years ending in "5", Illinois in "7" years and Indiana in "9." This is in keeping with a resolution of the Board on June 19, 1997.

2. PROVISION OF LIABILITY PROTECTION FOR ASSOCIATION

The Festival Host is required to provide evidence of liability protection for the officers and board members of the Association. This may be accomplished by having the Association be an additional insured on the policy of the Host for the period of the Festival. The alternative would be to have the Host's insurer issue a "hold Harmless" clause relative to the Association, its officers and board members. Evidence of the ability of the prospective host location to provide the needed liability protection shall be presented to the Board prior to selection of the site.

Evidence of the protection agreed to by the Host's insurer should be mailed directly to the Board by the insurer as soon as possible, and before the time that the Host sends out any information about the festival.

3. SPACE REQUIREMENTS

The Festival Host will provide space to hold an open meeting of the Board of Directors of the Association on Saturday morning of the Festival weekend.

4. ADJUDICATION

- a. Adjudicators for Regional Festivals will be sought from individuals residing outside the Region whenever possible.
- b. Names of potential adjudicators will be passed by the Board so that it has the opportunity to decline an individual adjudicator when such action is deemed necessary for an equitable festival by the Board.
- c. Three (3) adjudicators shall be used at Region III festivals.
- d. Each adjudicator shall have 7 minutes to speak to each production.
- e. A representative of the Region III Board of Directors shall be present at the adjudicator's orientation.

5. BUDGET AND REGISTRATION FEES

The Host will inform the Board prior to setting fees or adopting a final budget. The Board will review the information and indicate its approval or disapproval as soon as possible and prior to any information about the Festival being sent out by the Host.

6. PERFORMANCES

- a. Region III adopted, on May 18, 1996, the rule of allowing each state which had 10 or more productions at its festival to send two shows to the Region Festival
- b. Performances will begin within one minute of completion of set-up.
- c. Performance time slots for the entrants will be determined by a drawing to be held at a meeting of the Board in even numbered years (one year before Festival). Due to the absolute impossibility of knowing how many productions will eventually be eligible at the Region, several drawings will be conducted; one each if there are 5 or 6 or 7 or ...

7. AWARDS

- a. Awards to be made at the Region III Festival are as follows:
 - 1)
 - 2)
- b. The Region III traveling trophy will be presented to the winning Region entry. The winner will also receive a permanent trophy.

8. TECHNICAL MEETINGS

Technical meetings should be held on Friday morning of the Festival weekend. Though preferable to be done for all at one time, circumstances may require that one or more productions receive orientation at another time which must be before the group's rehearsal time.

9. REGION III FESTIVAL GUIDELILNES

Each Festival Host will cause to be placed in the Region III Festival Guidelines notebook such information, forms, budgets, organization and other items which may be of assistance to future Region hosts. This book is divided into 5 sections for insertion of information by the most recent 5 festivals Hosts. The book will be delivered by the Board to the next selected Host who will insert appropriate material and return the book to the Board as soon after the Festival as practicable.