2020 Atlantic County Teen Arts Festival

THEATRE PERFORMANCE GUIDELINES (Non-Musical)

Friday, May 8, 2020 • Hammonton Arts District

SUBMISSION DEADLINE: MARCH 20, 2020

- COMPLETE ONE THEATRE PERFORMANCE FORM PER SCHOOL
- A signed Release Form must be completed for each participating/attending student.
- Due to potential scheduling conflicts, we cannot guarantee that we can accommodate students who request to perform in more than two performances/disciplines. Efforts will be made to accommodate.
- In order to try to avoid scheduling conflicts, please list student(s) scheduled for other performances on the Multiple Performance/Discipline form. Scheduling restraints may cause elimination of some performances. You will be notified in advance if this is a problem.
- *NEW THIS YEAR:* A Bus Arrival/Departure form must be completed and returned with the submission.
- All participating students' names, ages and grades must accompany performance form submission.

Large Theatre Performance

- Minimum of 16 performers
- One performance (group) per school
- Performance time is 15 minutes

Small Theatre Performance

- Includes 1 – 15 performers
- Maximum of four (4) performances (groups) per school
- Performance time is four (4) minutes. Due to space limitations and allotted time, performance requests might be limited. Students should prioritize performances to help with scheduling.

There will be no props provided at the Festival.

Please return all required forms via one of these three options:
EMAIL ***(preferred)*****:** culturalaffairs@aclsys.org ~ **FAX:** 609-625-2381
MAIL OR IN-PERSON:
Teen Arts 2020, Atlantic County Office of Cultural & Heritage Affairs, 189 Route 50 South, Mays Landing, NJ 08330
Questions? Please email or call: culturalaffairs@aclsys.org or 609-909-7309

2020 Atlantic County Teen Arts Festival

THEATRE PERFORMANCE FORM (Non-Musical)

Friday, May 8, 2020 • Hammonton Arts District

SUBMISSION DEADLINE: MARCH 20, 2020

- PLEASE COMPLETE ONE THEATRE PERFORMANCE FORM PER SCHOOL.
  - One (1) large theatrical group (minimum of 16 performers); performance time is 15 minutes
  - Four (4) solo/small theatrical ensembles (1 – 15 performers); performance time is 4 minutes
- A signed Release Form must be completed for each participating/attending student.
- For each performance, on a separate page, please provide a list of all students' names, ages and grades.
- In order to avoid scheduling conflicts, please list student(s) scheduled in other performances on the Multiple Performance/Discipline form. You will be notified in advance of any conflicts.

Teacher (primary): _____ Email: _____

Teacher (secondary/optional): _____ Email: _____

Registered School: _____

Contact Phone: _____ Fax: _____

Please select applicable performances and fill in the blanks. Please list student names/ages/grades on a separate page:

❑ **LARGE THEATRE** (16+ performers): # of Students_____ ***Attach list of students' names, ages & grades.***

Name of Theatre Piece: _____ Source: Play/Monologue, Book, etc _____

❑ **SMALL THEATRE #1** (1-15 performers): # of Students_____ ***Attach list of students' names, ages & grades.***

Name of Theatre Piece: _____ Source: Play/Monologue, Book, etc. _____

❑ **SMALL THEATRE #2** (1-15 performers): # of Students_____ ***Attach list of students' names, ages & grades.***

Name of Theatre Piece: _____ Source: Play/Monologue, Book, etc. _____

❑ **SMALL THEATRE #3** (1-15 performers): # of Students_____ ***Attach list of students' names, ages & grades.***

Name of Theatre Piece: _____ Source: Play/Monologue, Book, etc. _____

❑ **SMALL THEATRE #4** (1-15 performers): # of Students_____ ***Attach list of students' names, ages & grades.***

Name of Theatre Piece: _____ Source: Play/Monologue, Book, etc. _____

Please allow maximum time at Festival so students may attend other performances and workshops.
Remember, all students like an audience!

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2020 Atlantic County Teen Arts Festival

MULTIPLE PERFORMANCE/DISCIPLINE FORM

Friday, May 8, 2020 • Hammonton Arts District

SUBMISSION DEADLINE: MARCH 20, 2020

- **Please USE ONLY if student(s) is(are) participating in other performances during the festival.**
- **In order to try to avoid scheduling conflicts, please list student(s) scheduled for other performances below. Scheduling restraints may cause elimination of some performances. You will be notified in advance if there is a problem.**
- **A student is only permitted to perform/present in two separate disciplines.**
- **This form is not to be used for student lists.**

Sponsoring Teacher: _____

School: _____

	STUDENT NAME:	PERFORMING IN: Discipline #1	Discipline #2
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			

2020 Atlantic County Teen Arts Festival

PHOTOGRAPH/VIDEO RELEASE FORM

Friday, May 8, 2020 • Hammonton Arts District

SUBMISSION DEADLINE: MARCH 20, 2020

I hereby give the Atlantic County Office of Cultural Affairs permission to photograph me (or my child) during the 2020 Teen Arts Festival. I further permit that any photographs/video taken during the event and/or visual art and creative writing entries made by me (or my child) may be published and used for press releases, printed publications, or promotional material pertaining to the Atlantic County Teen Arts Program.

Please check all that apply:

- ❑ Literary Arts
- ❑ Theater/Musical Theater
- ❑ Vocal Music
- ❑ Instrumental Music
- ❑ Visual Arts
- ❑ Dance
- ❑ Filmmaking
- ❑ Attendee only

School: _____

_____ _____ _____

Student Name (please print) Age Grade

_____ _____

Student Signature (if 18 years of age or older) Date

If Student is under the age of 18, a parent or guardian signature is required:

_____

Parent/Guardian Name (please print)

_____ _____

Parent/Guardian Signature Date

DO NOT FAX OR EMAIL RELEASE FORMS!

Completed and signed Release Forms must be mailed or hand-delivered to:

Teen Arts Festival, ACOCHA
Atlantic County Veterans Musuem
Attn: Kimberly Brown
189 Route 50 South, Mays Landing, NJ 08330
Faxed or emailed release forms will not be accepted.

2020 Atlantic County Teen Arts Festival

BUS ARRIVAL & DEPARTURE TIMES

Friday, May 8, 2020 • Hammonton Arts District

SUBMISSION DEADLINE: MARCH 20, 2020

To assist with scheduling and day-of logistics, please provide the following information regarding travel to and from the festival.

This form must be returned with Discipline-Specific Submission Forms.

Sponsoring Teacher: _____

School: _____

Number of Buses: _____ Arrival Time: _____ Departure Time: _____

Please note, in addition to the chaperone contact list required at registration, contact information for all bus drivers will be required.

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2020 Atlantic County Teen Arts Festival
FESTIVAL EVENT GUIDELINES
Friday, May 8, 2020 • Hammonton Arts District

The Teen Arts Festival is planned to be an educational and enjoyable experience. As with any large gathering, it is necessary to strictly enforce regulations to ensure the safety of all participants and to maintain a healthy relationship with our host sites. Please read the following procedures and regulations carefully. Teachers and chaperones are expected to enforce the following rules with their students.

- **REGISTRATION AND DISCIPLINE-SPECIFIC SUBMISSION FORMS ARE REQUIRED PRIOR TO THE EVENT:** See Registration documents and instructions for more details. Discipline-Specific Submission Deadline is March 20, 2020, no exceptions. There is no on-site registration.
- **PERSONS IN NEED OF SPECIAL ACCOMMODATION** should call Kimberly Brown at (609) 909-7309 no later than April 24, 2020.
- **LOCATION:** Art District of Hammonton. The 2020 Teen Arts Festival will take place on May 8 in various venues within the Art District of Hammonton, NJ. This includes the area of Bellevue Avenue, Second & Third Streets, Vine Street and Front Street.
- **THIS IS A HIGH TRAFFIC AREA:** Students must obey all traffic rules. Crossing is allowed only at designated crosswalks. Hammonton police department will be on-hand to assist with pedestrian traffic issues.
- **CHAPERONES:** Schools are required to provide TWO CHAPERONES per CLASS/20 STUDENTS. A list of chaperones and cell phone numbers must be presented to staff at the Registration Table in order to receive school packet containing maps and wristbands.
- **SCHOOL BUS DROP OFF AND PICK UP AT FESTIVAL:** Drop off and pick up students at 208 Vine St. in front of the Eagle Theatre. The target drop off time is 8:15 am - activities begin between 9 & 9:15 am. ***Buses should enter Vine Street from Old Egg Harbor Road.***
- **CHECK-IN ON THE DAY OF EVENT:** The registration check-in area will be located next to the Eagle Theatre at 208 Vine Street. Please look for the SCHOOL REGISTRATION CHECK-IN sign. Teachers and chaperones are required to check in and provide cell phone numbers in case of an emergency. Individual students with parent or private teacher must also check in, as well as all workshop leaders and performance adjudicators. *This location will also serve as the general information and lost and found area.*
- **IDENTIFICATION BADGES & WRISTBANDS:** All participants must wear their school identification badges while at the Festival along with the wrist bands they will receive at the drop-off and check-in site next to the Eagle Theatre, 208 Vine Street. Students without ID badges and wristbands will not be permitted into any performance area, exhibit or workshop.
- **PERFORMANCES:** Students, teachers and visitors are encouraged to view the performances of students. However, no one will be allowed to enter or leave a performance area while a performance or critique is in progress as a courtesy to the performers. *PLEASE turn off all cell phones and beepers at all performances.*
- **FOOD AND DRINK**: Restaurants and cafes are located throughout the district. Some will be offering special deals for the students to purchase. For those schools that have students bring their lunches, please bring large coolers with you on the bus, which can be stored at the check-in area where there will be some tables and benches. Accessible restroom facilities are located in the Eagle Theatre and Kramer Hall/Stockton Univ. at 30 Front Street.
- **WHILE AT THE FESTIVAL:**
  - Leave all facilities in the condition in which they were found. Private and public property are to be respected. Inappropriate noise, vandalism or entry into restricted areas or buildings not in use by Teen Arts is unacceptable and will be dealt with promptly.
  - Stay within the perimeters of the festival.
  - Tampering with fire equipment and the possession of firearms, firecrackers, fireworks or other dangerous weapons is forbidden.
  - Do not litter. Please use the trash/recyclable receptacles.
  - **NO SMOKING!** Smoking (tobacco/e-cigarettes) is NOT permitted anywhere within the Festival perimeter.
  - Possession and/or consumption of alcoholic beverages are prohibited.
  - Shirts and shoes must be worn at all times.
- **CONTACT PHONE NUMBERS AT THE FESTIVAL:** For a true medical emergency, call 911. For other assistance, on the day of the Festival, call the Kramer Hall/Stockton University at 609-626-3840.
- **ART PICK UP:** Works selected to be included in the Stockton University Selected Works Exhibit and/or the New Jersey State Teen Arts Festival will be tagged prior to the Festival. Students/teachers are to take all other works with them, no earlier than 1pm, upon departure from the festival. For works that may be difficult to transport that day (e.g. large sculptures, etc.), special arrangements can be made during intake on Monday, May 4, 2020.
- **VIOLATIONS** of any of the above policies may necessitate disciplinary action.

I have read and understand the Atlantic County Teen Arts Festival Rules and will inform and enforce these rules with my students.

Teacher Name (please print): _____ School: _____

Teacher Signature: _____ Date: _____