



Announcing Our 15th Annual Festival

SUBMISSION APPLICATION FOR THE 2024 NORTHPORT ONE-ACT PLAY FESTIVAL SEPTEMBER 27-29, 2024

NOTE: THE SUBMISSION DEADLINE FOR THE SEPTEMBER 2024 FESTIVAL IS:
JUNE 1, 2024.

YOUR SUBMISSION MUST BE POSTMARKED BY THAT DATE FOR CONSIDERATION.

[Please print carefully]

Title of Play: _____

Name of Playwright: _____

Category (Check One): Drama Comedy

Running Time _____ minutes (Recommended – 10-15 minutes, no more than 20 minutes accepted.)

Number of Actors: Male _____ + Female _____ = Total Cast _____

(Recommended – **No more than 5 characters**)

Number of scenes: _____ (Note: Plays with one scene are preferred for staging purposes.)

Number of pages in script: _____

Please provide a brief synopsis of your play below (Please do not attach a separate sheet):

Contact information:

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Cell: _____ Email: _____

By signing below, I certify that I have read and understand this application and the Guidelines, and that the information that I have provided is true to the best of my knowledge.

Signature _____ Print Name _____ Date _____

SUBMISSION: The Northport One-Act Play Festival is a wonderful opportunity to showcase one-act plays and offer the theater community an opportunity to produce a performance of those plays.

There is NO FEE to submit an application and play for consideration to be in the Festival. You may submit **up to 2 plays** for the Festival. A separate application must accompany each play submitted.

JUDGING/PARTICIPATION: Plays submitted for the Festival will be reviewed by our panel of judges. The plays may also be read during a meeting at the Northport Reader's Theater, before or after the Festival. Playwrights whose plays are presented at a Reader's Theater meeting will be invited to attend. Playwrights will be notified **on or about July 1, 2024** if their play is chosen for the Festival. At that time, each playwright must submit **A PARTICIPATION FEE of \$75.00 per accepted script**, which goes toward operating expenses to produce the Festival - with the **Release Agreement by July 15, 2024.** *Playwrights will receive two complimentary tickets to each Performance of their play plus a DVD or link to the video.*

Title of Play: _____

Important: The Northport One-Act Play Festival is held in a church. Please consider the language and situations used in your script. If you feel that your play is not appropriate for younger audiences, please let us know so that we are aware of this. If there are other things that we need to consider when scheduling your show, please detail them here:

Please provide us with a Tag Line synopsis (2 sentences maximum) that can be used to promote your play if it is chosen for the Festival. _____

If your play is presented in the Northport One-Act play Festival will it be?

World Premiere New York Premiere East Coast Premiere U.S. Premiere

Is this a published work? Yes No If Yes:

I own the rights or have secured them from a publisher or licensing company.

I will obtain the necessary rights from the publisher or licensing company and submit proof of such on or before July 15, 2024. No royalties are paid for submissions.

Plays chosen for the Festival are presented as part of two separate programs of performances.

Program 1 performances are Fri, Sep 27th (evening) and Sat, Sep 28th (matinee).

Tech Rehearsal Wed, Sep 25th, Dress Rehearsal Thurs, Sep 26th.

Program 2 performances are Sat, Sep 28th (evening) and Sun, Sep 29th (matinee).

Tech Rehearsal Mon, Sep 23rd, Dress Rehearsal Tues, Sep 24th.

All plays will select a time slot to rehearse on the stage Sat, Sep 14th.

All rehearsals above are mandatory for director and actors.

Would you have a conflict with your play being presented as part of either program?

Yes (**please indicate here which program/date would be a conflict:** _____)

No, there are no issues presenting my date in either of the programs/dates indicated.

Please Mail Your Application and Play to:

Northport Plays, Inc

10 Bonnie Dr

Northport, NY 11768-1449

Attn: 2024 Northport One-Act Play Festival

A digital copy of the play must be emailed to NorthportPlays@gmail.com or a CD mailed with your application.

Please keep a copy of your application for your reference.

NOTE: Please make sure the Name of your play is on the top of each page of this Application.

Title of Play: _____

Will you assign a director yourself? ___ Yes ___ No
If yes, please share their name, phone and email:

Would you consider directing another play whether or not yours is selected? ___ Yes ___ No

Would you be willing to volunteer to help with the Festival in some other capacity?
___ PR ___ House ___ Lights ___ Sound ___ Spotlight ___ Backstage ___ Other

RESEARCH:

The following questions are for our own marketing research, and in no way affects your application.
How did you hear about the Northport One-Act Play Festival? _____

Have you participated in the Northport One-Act Play Festival before? ___ Yes ___ No

If Yes, please fill out the following information for your most recent participation:

- Name of Play: _____ Year: _____
- Position with Play (Actor, Director, Playwright, etc.): _____

___ Do you have friends who participated in the Northport One-Act Play Festival? _____

___ Did you hear about it in a newspaper, email, Facebook, other? _____

___ Did you find out about the Festival some other way? (If so please describe): _____

___ Have you attended the Festival in prior years?

2010 ___ 2011 ___ 2012 ___ 2013 ___ 2014 ___ 2015 ___ 2016 ___ 2017 ___ 2018 ___ 2019 ___ 2020 ___ 2021 ___ 2022 ___ 2023

___ Have you volunteered for the Festival in prior years?

2010 ___ 2011 ___ 2012 ___ 2013 ___ 2014 ___ 2015 ___ 2016 ___ 2017 ___ 2018 ___ 2019 ___ 2020 ___ 2021 ___ 2022 ___ 2023

**DO NOT RETURN BALANCE OF SUBMISSION FORM –
RETAIN FOR YOUR REFERENCE**

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Please be sure to follow the script formatting below.

IMPORTANT REQUIREMENTS FOR SUBMITTING YOUR SCRIPT:

- 1) Please make sure your script **pages are numbered**;
- 2) **On the cover of your script**, please include a.) **Name of Your Play**, b.) **Your Name**, c.) **Your Contact information [Address, Telephone Number & Email]**;
- 3) Include the **character breakdown** on the **second page** of your script;
- 4) Include the **Setting** that your play occurs (i.e., an apartment in NYC.) and the **Time** (i.e. the Present.) on the **second page**. This information will be used in the program.
- 5) **Note: Ease of production is also considered as part of a play's possible selection for the Festival. We recommend one simple set and no complicated props, sound or lighting requirements. You will be permitted to have opening and closing music which is in the public domain: no music which requires a royalty. We suggest no more than 4 characters.**
- 6) Also submit a **digital copy** of your script, either on a CD included with the script, or by email to **NorthportPlays@gmail.com**.
- 7) Please include a Self Addressed Stamped Postcard if you would like notification that we have received your script.

The 2024 Northport One-Act Play Festival will be held at St Paul's United Methodist Church, 270 Main St, Northport, NY 11768.

We request that you be available to attend your play's performances if possible. An Open Discussion with the playwrights, directors, and cast may follow each performance if time allows.

PRODUCING YOUR PLAY:

1. **REMEMBER:** If you do not produce your own play, a group from the local theater community will be doing so. That group must find space to conduct their own rehearsals. The Northport One-Act Play Festival will provide for **One (1) cue-to-cue technical rehearsal**, which will last no longer than 20 minutes in the theater during the week preceding the Festival. There will also be **One (1) tech and one (1) dress rehearsal** on the stage. All rehearsals are scheduled in the order that plays will be presented in the Festival. **Each program consists of up to 7 plays. A mandatory preview on Sep 14th** will be scheduled and must be attended by Director and actors. Half-hour time slots will be offered between 11:00am and 5:00pm.
2. **LIGHTING AND SOUND:** There will be a basic lighting plot that all plays in the Festival use. Any additional equipment (i.e., microphone, musical instruments, etc.) must be provided by the Directors of the play. **Any music/sound effects must be on CD or sent as an MP3 file and supplied by preview day, Sep 14th, along with stage manager, sound and lighting cue scripts (3 separate notated scripts).**
3. **SETS:** We will assist in any way possible to provide basic sets but keep the scenery and props to a minimum. Any plans to use a large set piece to support the production must be mentioned to the producers of the play before **Sep 14th**. Your cast will be asked to help clear your set after each performance.
4. **RUNNING TIME:** It is very important that you give us the running time of your play so we can accurately put together the running time of each Program. The maximum running time for a play in the Festival is **20 minutes**. **Any play going longer in rehearsal will require some editing.** The minimum running time is **7 minutes**.
5. **REHEARSALS:** Directors and cast must be available to present their play to Festival producers **Sep 14th** (time to be determined) so that the producers are aware of its current running time and readiness for the Festival. **Note:** Producers may request the directors to have playwrights make edits to reduce the running time of the play at this point if it is determined that it will run past **20 minutes**. Directors and cast **must** attend tech and dress rehearsals on the dates assigned during the week preceding the Festival.
6. **ACTORS:** If asked, management can assist in casting by providing contact information to appropriate actors and publicizing your auditions. Director must send descriptions of open roles, e.g. age, sex, etc.
7. **PERFORMANCES:** All plays will be assigned to either Program 1 or Program 2. Program 1 will be performed the evening of Friday, Sep 27th and the matinee of Saturday, Sep 28th. Program 2 will be performed on the evening of Saturday, Sep 28th and the matinee of Sunday, Sep 29th.
8. **No Royalties** or other monetary compensations are given for these performances.

IMPORTANT INFORMATION

TECHNICAL / PRODUCTION: You will need to keep the technical requirements for your show very simple. There will be a general light plot, with specials that everyone involved in the Festival will use. Sound is basic. Directors should submit their sound and music on a CD or MP3 file before **Sep 14th**. Directors will have a chance to discuss tech with the staff at this **Preview Day**. Storage space is limited so you should keep your props and set to a minimum. Each play will have one cue to cue technical rehearsal for 20 minutes in the theater during the week prior to the Festival and one dress rehearsal.

PUBLICITY: Northport Plays, Inc will publicize the Northport One-Act Play Festival and coordinate overall press relations, including interviews and media attendance at performances. The directors will be asked to submit publicity photos & PR materials so that we can send complete press packages to print, broadcast and social media. A copy of the flyer/poster will be emailed to all parties. You are responsible for publicizing your own show through your own press releases, Facebook, and other means. The more you promote your show, the larger your potential audience. Northport One-Act Play Festival will produce a playbill for both Programs.

EXCLUSIVITY: Whether or not your play is accepted in the Northport One-Act Play Festival, Northport Reader's Theater will try to include your script in their monthly hybrid readings. You will be invited to attend the reading of your play if it is scheduled. The readings are followed by a discussion of the play. If you are unable to attend, a video will be made of the reading and the link sent to you.

NETWORKING: The Northport One-Act Play Festival is a wonderful place for talent to network and be considered for new projects. Just think, at every performance your work will be seen by other playwrights, directors, and actors. In addition, there will be an opportunity for the playwrights and casts to meet the audience following each Program. The Northport One-Act Play Festival is a great place to be seen and be heard. Several Festival plays have gone on to runs on Long Island and in New York City.

PLEASE NOTE: The goal of the Northport One-Act Play Festival is to provide a nurturing environment to develop and showcase new plays. We pride ourselves in providing a platform to present diverse, exciting, new works that capture the pulse of innovative theatre. We enjoy the wide range of talent that we have been able to provide and a stage and for artists to present new work. We take several factors into consideration when deciding to accept a play into the Festival. Subject matter, creativity and freshness are important factors. Tell us in your cover letter why you feel you need to be a part of the Northport One-Act Play Festival.

ACCEPTANCE: All applicants will receive acceptance status notification (i.e. accepted or declined). Notification of acceptance status will begin to be mailed on or about July 1, 2024. If your play is accepted, you will receive a Release Agreement to participate in the Festival. You will have until July 15, 2024 to sign the Agreement and mail it to us along with your \$75 participation fee. If your play is accepted into the Festival, you will be told in which Program your play will be performed. If you have a conflict with any of the dates, please note it on your submission form. You will receive two complimentary tickets to each performance of your play and a DVD of or link to the performance.

TICKETS: The Northport One-Act Play Festival tickets will be available for sale online beginning in September 2024. Information will be available at www.NorthportPlays.com or 631-223-8053.