Main Stage Guide

The ITF main stage is the place for performers and audiences to experience the beauty and excitement of live theatre. There’s nothing like the rush of presenting a show in front of hundreds of fellow Thespians. Schools invited to present in IU Auditorium and the Musical Arts Center (MAC) will be asked to present their shows two times. Main stage shows are selected by a team of adjudicators. Your show can be big or small—all that matters is that it is the best.

This guide contains:

- Submission information and deadline
- Performance requirements
- Adjudication procedures and deadline
- How to cancel a screening
- After a screening
- Screening at Chapter Thespian conferences
- Production and transportation allocation information
- Stage specifications
- Stage safety guidelines
- Select main stage FAQs

Submission information:

1. **Selection rotation** - Directors, chapters and/or troupes will not be eligible for a main stage performance slot two years in a row. *This rule began in the 2017-18 school year.*

2. **Submission requirement** - Any troupe wishing to be considered for ITF main stage must submit their application by October 15. *No late entries will be considered.*

   a. The total, direct cost of the adjudication depends on the day selected:
      - Thursdays = $1,700
      - Fridays = $1,550
      - Saturdays = $1,350

   b. The full payment (as noted above) must be received 8 weeks prior to the adjudicated production. Cancellations are allowed within 8 weeks of the production with no additional administrative fees.

3. **Seasons** - The main stage adjudication school year is conducted in two seasons - fall and spring. *However, all adjudication applications are due by October 15.*

   a. Fall - shows adjudicated by December 31.
b. Spring - shows adjudicated by April 1.

c. Main stage spots will be held in proportion to the number of shows submitted. For example – If 36 shows are submitted for 11 main stage slots with the ratio of 12 in the fall and 24 in the spring, then fall will be awarded 4 slots and spring will be awarded 7 slots.

d. Shows will be selected based on the highest scores per season.

   - In the event of a tie or other extenuating circumstances, the main stage adjudication committee will make the final selections. It’s important to note, if anyone on the main stage adjudication committee has a conflict of interest, they will be excluded from the discussion and voting.

   - Shows not selected will be invited to a wait-list to fill spots if they become available. The additional slots will combine the fall and spring seasons and order them by highest score.

      - In January, a note will be sent to fall schools not selected to confirm their interest in being considered as an alternate should an opening become available. Those schools will be notified in the spring announcement period.

      - Selected shows will be contacted directly and announced in EdTA’s News & Notes newsletter in January for fall and April for spring.

4. **Consistency in performance** - Similar to ITAs, the show that has been awarded a main stage slot must be substantially the same as presented originally. Examples include:
   a. If the original show had live musicians, the main stage show must bring live musicians.
   b. If the full show was selected, a concert version cannot be substituted.
   c. If there are any changes to casting (emergency or otherwise), it must be submitted and approved by the main stage adjudication committee prior to the event.

5. **Adjudicator restrictions** - Judges cannot judge:
   a. In seasons where they or their school is submitting a show.
   b. In their primary state.

**Performance Requirements**

To perform on the International Thespian Festival (ITF) main stage, a school must meet the following requirements:

- All production participants must be officially registered delegates for the entire week of ITF.
- Main stage directors must arrive on Monday. Considerations will be made for individual troupe needs, but directors must be onsite Monday morning.
- Main stage groups must have a stage crew to mount and strike the set.
- Scenery, props, costumes, makeup, etc., must be supplied by the performing groups. Some riser units can be provided by Indiana University for use as scenic pieces.
• Study and adhere to Stage Safety guidelines as defined and referenced below.

• **The production the adjudicators see must be the same production presented at ITF.**
  Do not present a full-length production for screening if you are interested in a one-hour slot, and vice versa. Do not plan to substitute cast members or make major changes in your scenery, costumes, technical effects, etc., for your presentation at ITF without consulting with and approval from ITF.

• **Full-length productions**
  Full-length productions must not exceed two and a half hours. They may be scheduled in the afternoon and the evening, Monday through Saturday. Larger productions will be allowed a maximum of four hours to set-up. Lighter tech productions will be allowed one and a half hours.

  **Note:** To give as many schools as possible the chance to perform at ITF, schools may present in only one ITF venue: main stage, Freestyle Theatre, or the Chapter Select Showcase. If your school is performing on the main stage then your school cannot perform as part of Freestyle Theatre or the Chapter Select Showcase.

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**Adjudication procedures: all requests for main stage adjudication must be submitted by October 15.**

Invitations to perform on ITF’s main stage are issued on the basis of adjudications or screenings. A screening can be arranged at a school or a Thespian chapter conference. A production can be screened only one time per school year. EdTA will send two adjudicators. If a situation such as bad weather or airline difficulties prevents both adjudicators from arriving then only one adjudicator will screen the show.

EdTA will decline to screen a performance and return payment within 30 days of receiving if:

1. Any of the requirements outlined above are not met;
2. The choice of play is not appropriate in the judgment of EdTA;
3. There are no adjudicators available to attend the performance;
4. A different production of the same show has already been selected.

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**How to cancel a screening**

Up to one week prior to the performance, if the troupe director finds the performance is not main stage quality then the troupe director is encouraged to cancel the screening. The school will receive a refund of the $1,325 minus $100 (for processing) and any non-refundable airline ticket fees and cancellation fees incurred by the adjudicator(s).

**After a show has been screened**

The troupe director will receive a written evaluation, as submitted to the ITF director by the adjudicator(s), no more than 30 days following the performance. No written or oral critique will be provided at the time of the performance.

**Screenings at Thespian chapter conferences**

Chapter directors can request to have productions screened at Thespian chapter conferences.
Production allocation

The ITF will reimburse main stage performing groups for a portion of production expenses for one performance only. The funds may be used for costumes, makeup, props, scenery, programs, and other costs associated with producing the show at ITF.

Production expense allocations are made according to the following:

- Full-length musicals, up to $2,800
- Full-length drama/comedy, up to $1,800
- One-hour comedy/drama/musical, up to $1,050

Transportation allocation

Each producing school will receive transportation expense allocations from ITF to assist with the costs of transporting scenery, costumes, etc. This allocation does not include reimbursement for student transportation. Transportation expense allocations will be established on the basis of AAA mileage charts.

Transportation expense allocations are made according to the following schedule:

- Schools 0 to 500 miles from Bloomington, up to $800
- Schools 501 to 1,000 miles from Bloomington, up to $1,300
- Schools 1,001 to 1,500 miles from Bloomington, up to $1,800
- Alaska and Hawaii schools, up to $2,800
- All overseas schools, up to $3,550

Stage Specifications

IU Auditorium

Following are the dimensions for the IU Auditorium:

Proscenium (maximum opening) 54’8”

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Measurement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage Depth</td>
<td>36’ (to last avail working lines)</td>
</tr>
<tr>
<td>Height (floor to grid)</td>
<td>70’</td>
</tr>
<tr>
<td>Wing Space</td>
<td>SL – 20’-0”, SR – 25’-1” to the flyrail</td>
</tr>
<tr>
<td>Overall wide of the stages</td>
<td>99’-9”</td>
</tr>
<tr>
<td>Size of the orchestra lift</td>
<td>13’ us/ds x 50’4” W (curved)</td>
</tr>
</tbody>
</table>
Size of the orchestra pit

Additional 5’ x 50’ available
if row 1-2 is removed

With advanced approval, additional set-up and prep time may be allowed in the Auditorium scene shop. Schools invited to present in the Auditorium will be asked to present their shows twice and must provide 5,000 printed programs.

Watch IU Auditorium tour video

The Musical Arts Center (MAC)

Following are the dimensions for the MAC:

Proscenium (maximum opening) 48’-68’w x 0-32’h

Stage Depth Full – 64’-1”, PL- US LS 55’-2”

Height (floor to grid) 110’

Wing Space 51’ SR & 51’ SL

Overall wide of the stages 190’-1”

Size of the orchestra lift DS 64’ x 6’-6” US 59’ x 10’-6” both curved

Size of the orchestra pit ~70’ x 20’-9”

Shows invited to present in the MAC will be asked to present their show two times and must provide 2,900 programs.

Watch MAC tour video

Stage Safety Guidelines

In an effort to support our teachers and provide a safe performance experience, EdTA and ITF have partnered with the United States Institute for Theatre Technology (USITT) to provide stage safety resources and educational materials. Over time, this set of resources will grow. As of this date, the following standards and resources must be reviewed and adhered to by any program performing on a mainstage at ITF:

Fall Prevention resources:

Walking and Working Surfaces (OSHA 1910.25)
Guidance on OSHA standards for Work Surfaces/Platforms
Stairways and Ladder Safety (OSHA 1926.1052)
Guidance on OSHA requirements for Guardrail and Safety Railing Compliance
Select Main Stage FAQs

How are shows selected?
A team of roughly 50 theatre educators and professionals is sent out in pairs to view each show that requests adjudication. They are asked to invite the best that they see, and no other limitations are set for them. Each is required to submit a lengthy critique and itemized score that offers their perceptions on all aspects of each production.

Why does the quality vary among the shows that get invited?
Selections are made based on opinions, and those opinions can vary greatly. One person may like a particular production, but another person may not—it’s not an exact science. Consider the movie reviewers one can read. All are considered to be movie experts, but their opinions on some movies often vary greatly.

Every production has its strengths and weaknesses. Adjudicators deliberate earnestly and at great length deciding if a show should be invited based on its strengths, or declined because of its weaknesses. Sometimes timing affects a production and other times moving it from its home to another location can affect it. All of these factors result in varying levels of quality among the productions staged.

Why are there so many musicals?
Roughly the same number of musicals as non-musicals are adjudicated each year. The adjudicators are asked to recommend the best that they see with no other criteria. It would be ideal to always offer a wide mix of show styles.

Why are shows sometimes scheduled with similar styles together, such as three musicals in a row?
The ideal schedule would intermingle musicals and non-musicals, but many factors must be weighed when scheduling shows. Considerations include: number of trucks and length of load-in time at the docks; the schedules of shows’ technical directors or choral directors, if they can’t attend the entire week of ITF, and more.

Why do you allow shows with ‘mature content’ to be presented?
What constitutes ‘mature content’ varies widely among school districts and communities. EdTA will never tell ITF audiences what they can and cannot watch, understanding that some people are uncomfortable watching these types of shows or that they would not be allowed to view them in their schools. To ensure that all attendees are fully informed all main stage shows are given a rating and shows featuring ‘mature content’ are noted as such. With the schedule published in advance, attendees can decide whether to see the performance in question, attend another show, or choose a different activity. The full schedule is posted before ITF begins to allow audience members to make choices about which shows to see.