

THEATRE NEW MEXICO

PRESENTS

aaact1 fest 2019

**PERFORMING ARTS CENTER
LOS ALAMOS, NM**

n m | a
new mexico arts

March 21-24, 2019

Hosted by

1943  2018

LOS ALAMOS LITTLE THEATRE

75th Anniversary Season

Invitation to Participate

September 22, 2019, updated November 12, 2019

To All Amateur Theatre Companies in New Mexico:

On behalf of Theatre New Mexico and the Los Alamos Little Theatre, we cordially invite you to participate in New Mexico's AACTFest 2019. The festival and conference will be held **March 21-24, 2019** in Los Alamos, NM.

The American Association of Community Theatres' festivals are part of a multi-year process that culminates in a national festival held in odd-numbered years. AACTFest provides an opportunity for community theatres from AACT's 10 regions to enter productions for adjudication and advancement from state to regional to national level. AACTFest is both a celebration of theatre and a learning experience for those who take part. New Mexico is in Region VI along with the states of Arkansas, Louisiana, Oklahoma and Texas. New Mexico's state winners will advance to the regional festival in Midland TX, May 2-5 2019. The winner of the regional competition will advance to the national festival in Gettysburg PA, June 18-22 2019.

If you have never entered a festival please consider this as your first. Festivals are not only fun but educational. A variety of workshops are offered. Network with new and old friends, see great productions, listen to adjudications, and of course party! The AACT Handbook will guide you through the process and we are more than willing to answer questions or provide assistance. And remember, even if your theatre doesn't participate with a production, everyone is invited to come and join in the fun as an individual!

All performances and workshops will be held at the Performing Arts Center located at 1670 Nector St. in Los Alamos, NM. For those who attended the AACTFest 2013 there, most of the facility is similar. However a new stage has been installed and the lighting and sound systems have been upgraded.

Enclosed you will find information about: AACTFest basics; the adjudicators and adjudication process; the venue and performance space; local lodging and attractions; and entry requirements, instructions and forms. You can find information and updates about this festival (including this registration packet) on both the TNM (theatrenm.org/) and LALT (lalt.org/) websites. General information on AACTFest, including the AACTFest 2019 Handbook, can be found on the AACT website (aact.org/).

IMPORTANT – if your group plans to enter a production, please send an email noting your expectation to participate to aactfest2019@lalt.org and visit the AACT website to download the AACTFest Handbook – 2019 Cycle (aact.org/aactfest/handbook.html), which will guide us all throughout the process.

Paul Lewis & Eric Bjorklund
Festival Co-Chairs
Jim Sicilian & Ken Milder
Technical Co-Chairs
Tami Martinson, Stage Manager
aactfest2019@lalt.org
505-690-8943



"This project is made possible in part by New Mexico Arts, a division of the Department of Cultural Affairs, and the National Endowment for the Arts."

AACTFest Basics

- Any amateur theatre organized for at least one year prior to the state festival, which has produced at least two shows prior to the state festival entry, is eligible to enter the festival process.
- Maximum time limits are 10 minutes for set-up, 60 minutes for performance, and 10 minutes for strike. A closed 80 minute tech rehearsal is scheduled in the theatre facility.
- Setup and strike occur from and to an adjacent 10'x10' on-deck area. All sets, props, special effects, etc. must fit into the on-deck area.
- Adjudicators provide open feedback to the company following their performance. Final festival results and awards are announced at the concluding awards brunch on Sunday.

New Mexico Adjudicators



Scott Richard Klein

Chair of the Art, Music, and Theatre Arts Department at Cameron University in Lawton, Oklahoma. 2011 AACT National Festival Adjudicator. Worked in over 300 productions, directing over 150 and acting in over 100.



Geoff Leonard-Robinson

AACT Member Engagement Director. Past AACT Board Member. Founder of River's Bend Playhouse, Evansville Indiana. Regional and State adjudicator in Ohio, Tennessee, Arkansas, Indiana



John Sullivan

Past President of AACT and Iowa Association of Community Theatre (IACT) and a founder of the AACT Region V association. Adjudicated at state or regional festivals in five European countries, New Mexico Illinois, Texas and Massachusetts

AACT Adjudication Guidelines

Among the criteria to be considered are:

- Is the acting believable and technically skillful with effective timing?
- Are the characters well interpreted?
- Does the company display ensemble work?
- Is the material appropriate for the company?
- Is the concept appropriate for the material and realized by the company?
- Has the structure of the production been controlled?
- Are the movements and stage pictures effective?
- Is the production well paced?
- Do the technical elements support the overall production?
- How effective was the total impact?

Focus is placed on positive solutions to problems the companies have with production issues by suggesting alternative possibilities.

AACTFest Venue

Los Alamos Performing Arts Center

1670 Nector St. Los Alamos NM

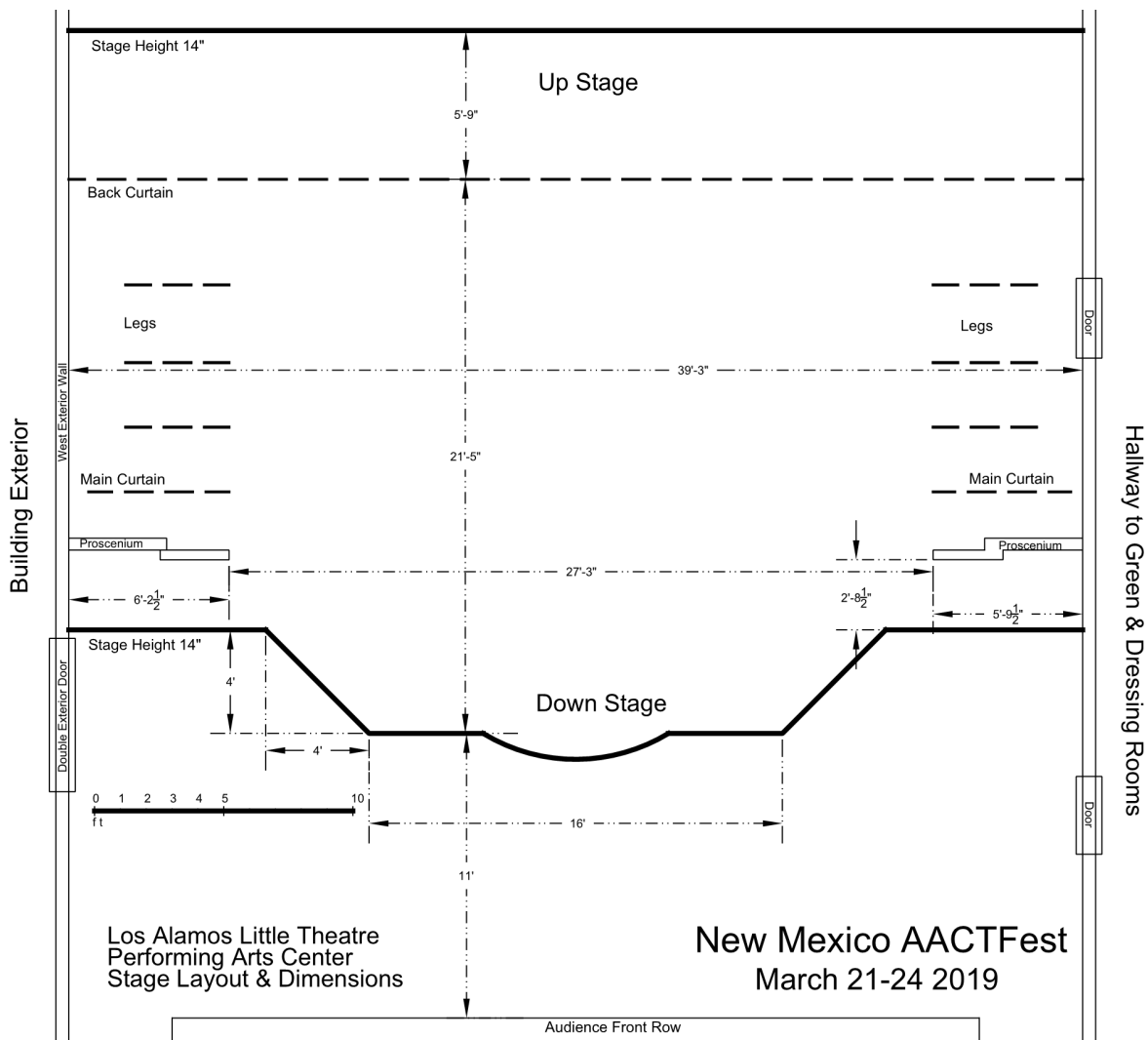
The Performing Arts Center (PAC) is a Los Alamos County facility operated by the Los Alamos Little Theatre (LALT) since 1973. The building was constructed in 1943 and served as the East Mess Hall during the Manhattan Project. After the war it was converted into a recreation hall. In 1971, when the County planned to tear the building down, LALT recognized its potential as a small theatre and convinced the County to allow it convert the building into a performing arts center. The PAC opened in January 1973 with a production of the melodrama *Ten Nights in a Barroom*. Since 1973 LALT has staged over 230 local productions in the PAC. LALT has also hosted previous New Mexico AACTFests in the facility, most recently in 2013 and 2003. The building is a part of the Manhattan Project National Historical Park walking tour.

Facilities

- Flexible, configurable auditorium seating of up to 150 patrons.
- Full stage with theatrical lighting and sound systems.
- Lobby area with ticket booth and restrooms.
- Control booth located at the rear of the auditorium.
- Green room, makeup room, and two dressing rooms
- Shop area, flats storage, and tool room located behind the stage.
- Kitchen and office.
- Props, costumes, lights, and furniture storage rooms.



Stage Layout



The stage is 14" above the floor. The proscenium height is 8'4" above the stage. There is a beam immediately behind the back curtain with a clearance height of 8'2". Legs are fixed. The main and back curtains will be open during set up and strike. During performances the back curtain will be closed and the main curtain can be positioned as desired.

Two 10'x10' setup boxes will be located on the floor immediately behind the stage. The setup boxes have a height limit of 10'. There is an outside double door to the backstage area for loading and unloading sets. The door opening is 54" wide by 77" high. There is a door up stage left leading to the green, makeup, and dressing rooms.

Entry doors into the auditorium are at the rear. There are also doors on both sides, immediately in front of the stage. The door stage left leads to a hallway with access to the up stage left door. The double door stage right leads to the outside. It has an opening of 70" wide by 79" high.

The ceiling over the stage and audience is low and there are no provisions for flying objects.

Technical Systems

Lighting

- ETC Express 24/48 programmable lighting control console.
- Basic area lighting provided, cool and warm. Lighting plot will be provided.
- Overhead RGBW strip light.
- Two moving head lights (Chauvet Intimidator Spot 355 IRC)
- Two RGBW LED PARs (Altman SSSP-RGBW)
- Sufficient circuits and instruments to accommodate specials within AACTFest guidelines.

Sound

- Stereo sound system. Speakers located down stage on left and right sides.
- Mackie 1402VLZ analog mixer. Can accommodate laptops or other sound equipment.
- Windows 10 PC sound computer with Show Cue Systems license.
- CD player available upon request.
- Monitor speakers in green and dressing rooms.

WiFi internet connections available.

Silent Auction

We need silent auction items! To help raise money to aid the winning troupes' voyage to regional competition, we are planning to have a silent auction. All monies raised through the silent auction go to the advancing theatre group(s) to help offset their expenses.

Do you have scripts, books, props, costumes, or other theater related – heck, it doesn't even have to be theater related – items that you are willing to donate for the auction? Round them all up and let us know you are bringing them when you come. We'll put everything out and allow attendees to bid throughout the festival. All bidding will close when we lock the theater doors on Saturday evening. Purchased items must be picked up and paid for at the Sunday Awards Brunch

TNM Board of Directors

Regina Garner, Artesia - *President*
Paul Lewis, Los Alamos - *Vice President*
Robert Schumacher, Hobbs - *Secretary*
Eric Bjorklund, Los Alamos - *Treasurer*
Larry Fisher, Las Cruces - *Past President*
Sarah Bunch, Hobbs
Lisa Cisneros, Las Vegas
Eugene Irby, Artesia
Susan Irby, Artesia
Gwen Lewis, Los Alamos
Kathleen Maldonado, Alto
Nathan Miles, Hobbs
Kayt Peck, Las Vegas

LALT Board of Directors

John Cullinan - *President*
Holly Robinson - *Vice President*
John Gustafson - *Secretary*
Eric Bjorklund - *Treasurer*
Paul Lewis - *Past President*
Gracie Cainelli
Cindy Hines
Ian Foti-Landis
Patrick Web

Lodging & Visitor Information

Detailed visitor information for Los Alamos, including lodging, food, attractions, and visitor guides, is available on the Visit Los Alamos website www.visitlosalamos.org



A block of 20 rooms has been reserved **Thurs. night 3/21** through **Sat. night 3/23** at the **Comfort Inn**, which is the closest hotel to the theater. The group rate is \$89 per night + tax. The group name is *TNM AACTFest*. Reservations may be made by calling the hotel directly at 505-661-1110 or online at www.choicehotels.com/reservations/groups/IG34R6 (When reserving online set the check-in date to Thurs 03/21/2019)

Hotels

Comfort Inn

2455 Trinity Drive
Los Alamos, NM 87544
505-661-1110
(0.7 miles from theater)

Holiday Inn Express

60 Entrada
Los Alamos, NM 87544
505-661-2646
(2.8 miles from theater)

Hampton Inn & Suites

124 State Road 4
Los Alamos, NM 87544
505-672-3838
(9.4 miles) from theater

Bed & Breakfasts

Canyon Inn

80 Canyon Rd
Los Alamos, NM 87544
505-510-2253
(0.7 miles from theater)

North Road Inn

2127 North Road
Los Alamos, NM 87544
505-662-3678
(2.2 miles) from theater

Pueblo Canyon Inn

199 San Ildefonso Road
Los Alamos, NM 87544
505-695-0883
(4.0 miles from theater)

Local Attractions

Bradbury Science Museum

1350 Central Ave
Los Alamos, NM 87544
www.lanl.gov/museum/
(0.2 miles from theater)

Los Alamos History Museum

1050 Bathtub Row
Los Alamos, NM 87544
www.losalamoshistory.org/
(0.3 miles from theater)

Manhattan Project National Historical Park

475 20th St
Los Alamos, NM 87544
www.nps.gov/mapr/
(0.3 miles from theater)

Los Alamos Nature Center & Planetarium

2600 Canyon Road
Los Alamos, NM 87544
www.peecnature.org
(0.7 miles from theater)

Nearby Attractions

Bandelier National Monument

15 Entrance Rd
Los Alamos, NM 874565
www.nps.gov/band/
(15.5 miles from theater)

Valles Caldera National Preserve

Mile Marker 39
New Mexico Highway 4
www.nps.gov/vall/
(18.6 miles from theater)

AACTFest 2019 Entry Process

Get Started

1. Download and read all of the 2019 AACTFest Handbook. (aact.org/aactfest/handbook.html)
2. Select a play/production for the competition with a run time of 60 minutes or less.
 - May be a one-act, full-length cut with permission or one act of a full length play that stands alone. May be published or original.
 - Pyrotechnics and firearms will not be allowed.
 - Further requirements are outlined in the 2019 AACTFest Handbook, page 4.
3. Commit to participation by December 31, 2018 (email preferable, but verbally will do!)
4. Submit forms and fees as described below.

Festival Fees

Participating Theatres:

- Participating theatres in the NM State Festival must be Organizational Members of Theatre New Mexico (TNM). The annual fee is \$80.
- A festival fee equal to the amount of the lowest AACT Organizational Membership (currently \$80) made payable to AACT . This fee is waived for AACT Organizational Members. Organizational membership in AACT is required, though, at the regional and national levels, so why not join now and reap the benefits. Membership information can be found on the AACT website. (aact.org/membership-fees)

Participating Individuals

- All individuals participating in a production—both on stage and off—must be registered for the Festival. Registration includes admission to all performances, adjudications, workshops, and social events.
- Festival registrants must be TNM Individual Members. The annual fee is \$25 for adults and \$15 for students. This can be paid on the registration form
- Festival registrants must also pay the festival registration fee of \$65 for adults and \$40 for students.

Entry Forms & Deadlines

January 12, 2019 (postmarked or emailed) - Theatre entry forms

- AACTFest 2019 Company Entry Information - Form T1. This is an AACT online form that must be completed online and submitted from the AACT website (aact.org/aactfest-company-entry-information-form-t1). On the form fill in aactfest2019@lalt.org for the Festival Chair's email address. Under Region Number select 6.
- AACTFest 2019 Warranty of Company Compliance - Form T2. This AACT form must be downloaded from the AACT website (aact.org/festival-handbook) under "Entering

Company Forms," filled out and signed and mailed.

- TNM Organizational Membership form and 2019 membership payment. This form is included in this package. Fill out and mail in with payment to "TNM."
- AACT participation fee if Theatre is not an AACT organizational member. Mail in check payable to "AACT."
- Four copies of the script, marked as intended to be performed (No photocopies of scripts are permitted without written permission for the author/agent.)

February 2, 2019 (postmarked or emailed) - Individual entry forms

- AACTFest 2019 Affidavits of Actor Eligibility - Form T3, for each individual performer. This AACT form must be downloaded from the AACT website (aact.org/festival-handbook) under "Entering Company Forms", filled out and signed.
- AACTFest Technical Information - Form T4. This is an AACT online form that must be completed online and submitted from the AACT website (aact.org/aactfestival-technical-information-t4). On the form fill in *aactfest2019@lalt.org* for the Festival Chair's email address. Under Region Number select 6
- Individual registration forms and fees for each participant. This form is included in this package. Payments to "TNM."

February 16, 2019

- Deadline to cancel and receive a full refund

Submission

Forms T1 and T4 must be submitted online from the AACT website. All other forms, fees, and scripts should be mailed to:

TNM AACTFest 2019
c/o Eric Bjorklund
1493 43rd Street
Los Alamos, NM 87544

Alternatively, forms can be scanned and emailed to:

aactfest2019@lalt.org

THEATRE NEW MEXICO

AACTFest 2019

INDIVIDUAL REGISTRATION FORM

March 21-24, 2019

Los Alamos, New Mexico

NAME _____
PLEASE - ONLY ONE INDIVIDUAL

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP CODE** _____

PHONE _____ **EMAIL** _____

THEATRE AFFILIATION _____

Conference Fee Check the appropriate box and include the amount \$ _____
Conference fee includes performances, adjudications, workshops, social events, and TNM annual meeting with brunch.

- Adult - \$65
- Student - \$40

TNM Membership Fee* Check the appropriate box and include the amount. \$ _____
** Conference participants must also be TNM members.*

- Adult - \$25 per year (*fiscal year July 2018 - through June 2019*)
- Student - \$15 per year (*fiscal year July 2018 - through June 2019*)
- Patron \$100.00 per year (*fiscal year July 2018 - through June 2019*)

Additional Donation to TNM \$ _____

TOTAL AMOUNT PAID \$ _____

Please fill out this form and return it with your check (payable to TNM) to:

TNM AACTFest 2019
c/o Eric Bjorklund
1493 43rd St
Los Alamos, NM 87544

Should you wish to pay your conference fees with a Credit Card, please supply the following information:

Card Type: MasterCard Visa Discover American Express
Exp. Date _____ Card # _____ Code # (back) _____

Name on Card (please print) _____

Signature to authorize charges _____

____ By initialing here, I give permission to have my photo taken during the Conference and any photos portraying me can be posted as necessary to any social media as determined by the TNM.

____ By initialing here, I hereby am advising that I have a special need as noted and will require special attention to see that my needs are met.

- Food allergy
- Unable to climb stairs
- Other (describe)

THEATRE NEW MEXICO

AACTFest 2019

ORGANIZATIONAL REGISTRATION FORM

March 21-24, 2019

Los Alamos, New Mexico

Theatre Name _____

Name & Title of Representative _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

TNM Organization Membership Fee one year \$ 80.00
(fiscal year July 2018 - through June 2019)

Additional Donations to TNM \$ _____

TOTAL \$ _____

Please fill out this form and return it with your check (payable to TNM) to:

***TNM AACTFest 2019
c/o Eric Bjorklund
1493 43rd St
Los Alamos, NM 87544***

Should you wish to pay your conference fees with a Credit Card, please supply the following information:

Card Type: MasterCard Visa Discover American Express
Exp. Date _____ Card # _____ Code # (back) _____

Name on Card (please print) _____

Signature to authorize charges _____