

Translation from Polish

RULES AND REGULATIONS

OF THE 10TH INTERNATIONAL THEATRE SCHOOLS FESTIVAL ITSelF WARSAW 2019

§ 1

1. The organiser of the 10th International Theatre Schools Festival, hereinafter referred to as the “Festival” is The Aleksander Zelwerowicz National Academy of Dramatic Art in Warsaw with participation of the Foundation of The Aleksander Zelwerowicz National Academy of Dramatic Art in Warsaw (the “Organiser”).

§ 2

1. The mission of the Festival is to:

- 1) present the achievements of artistic schools from Poland and other countries, whose legal and statutory mission is to teach theatrical arts, henceforth referred to as “Theatre Schools”;
- 2) provide artistic inspiration for pedagogues and students of Theatre Schools and dramatists;
- 3) initiate a discussion on the traditions and the latest pedagogical and artistic trends in theatre arts.

2. The objectives of the Festival are:

- 1) presentation of theatrical performances by students of Theatre Schools;
- 2) organisation of a competition of performances prepared by Theatre Schools;
- 3) organisation of meetings with dramatists to popularise theatre arts;
- 4) organisation of workshops and conferences for Festival participants, faculty and students of The Aleksander Zelwerowicz National Academy of dramatic Art in Warsaw and for guests and audiences invited by the Organiser;
- 5) occupational betterment of Theatre School pedagogues.

§ 3

1. The Festival will be held in Warsaw from **3rd – 8th of October 2019.**

2. The official name of the festival in the English language is: *International Theatre Schools Festival ITSelF*

3. The official acronym of the Festival’s name in Polish and English is: ITSelF.

§ 4

1. Within the frame of the Festival, a competition of theatrical performances, hereinafter referred to as the “Competition”, will be held.

2. The Competition is open only to theatrical performances prepared by Theatre Schools within the meaning of § 2 section 1 clause 1) hereof.

3. Only theatrical performances which:

- 1) were performed for the first time (premiere) not earlier than on **1 September 2017**;
- 2) have a complete theatrical form,
- 3) last no longer than 120 minutes;

may apply to the Competition.

4. Performances in any theatrical form may apply to the Competition.

5. Applying with a theatrical performance to the Competition by a Theatre School does not guarantee participation in the Festival.

§ 5

1. The basic condition of participation in the Competition is submitting an application in the qualification procedure by **31st of January 2019**. The purpose of the qualification procedure is to select Competition participants. The qualification procedure shall be conducted by the Organiser on the basis of competition applications received. To this end, an Artistic Board comprising faculty and students of The Aleksander Zelwerowicz National Academy of Dramatic Art in Warsaw will be established.
2. Competition application shall be delivered via email to the address: **festival@at.edu.pl**.
 - 1) the application form, completed and signed by a person authorised to represent the Theatre School entering the performance in the Competition;
 - 2) an audio-visual recording of the theatrical performance submitted to the Competition in a MP4 format sent via wetranfer.com, dropbox.com or other portal for sending files;
 - 3) a description of the performance translated into the English language, submitted in a Word format, ready in all aspects for distribution in the promotional and press materials of the Festival;
 - 4) five (5) photographs, presenting scenes from the theatrical performance submitted for the Competition, in one of the following formats: *.tif, or jpg*.
3. Admitting the performance to the Competition shall be contingent upon the applicant granting the Organiser a free license with a scope specified in the registration sheet, allowing dissemination of works, artistic performances and videograms, referred to in section 2 clause 2) and clause 4) with a consent to the Organiser or third parties authorised by the Organiser performing creative treatments of works or artistic performances.
4. The Organiser may demand that the party entering a theatrical performance in the Competition allows the Organiser to see that performance live.
5. The Organiser shall have the right to take part in the Competition, i.e. present a theatrical performance without having to participate in the qualification procedure.
6. The Organiser shall have the right to designate one theatrical performance presented at the Theatre Schools Festival in Łódź to take part in the Competition without having to participate in the qualification procedure.
7. The materials delivered to the Organiser and making up the Competition application, referred to in section 2, shall become the property of the Organiser without any remuneration for the applicant.
8. The draft of the Competition registration sheet, referred to in section 2 clause 1), forms Appendix No 1 hereto.

§ 6

1. The qualification procedure shall end by **20th of March 2019**. On that date the Organiser shall take the final decision on admitting the theatrical performances entered in the qualification procedure to the Competition.
2. The Organiser shall notify the parties submitting theatrical performances to the Competition of the outcome of the qualification procedure on its website: www.festiwal.at.edu.pl, and via e-mail from the address festival@at.edu.pl, up till **31st of March 2019**.
 - 2a. Regarding the huge amount of applications, the Artistic Council decided to postpone a term of announcing the results of the official section. The new date was accepted by the Festival Director on 25th March 2019. Finalists will be published **the latest on 15th April 2019**.
3. Formal qualification of the theatrical performance to the Competition takes place on the day on which the applicant receives the notification, as provided for in section 2 above.
4. Participation in the Competition, following qualification of the theatrical performance, shall be contingent upon providing the Organiser by **31st of May 2019** with:
 - 1) a written representation on granting a gratuitous license to use (disseminate) the artistic performance of the theatrical performance delivered during and as part of the Competition;
 - 2) copies of the representations confirming the obtainment of the necessary fire safety and occupational health and safety certificates issued for the devices, stage props and materials

used in connection with the presentation of the theatrical performance in the Competition;

3) subtitles in English and Polish.

5. The materials, referred to in section 4, shall be delivered to the Organiser by registered letter or courier mail, with a proviso that the subtitles, referred to in section 4 clause 3) may be sent by electronic mail to: festival@at.edu.pl. The date of the postal stamp shall decide whether the material delivery deadline has been met.

6. The Organiser shall notify the applicants submitting the qualified theatrical performances of the schedule of rehearsals and presentations of the performances in the course of the Competition. The notice shall be delivered by **30th of June 2019**.

7. The Theatre Schools taking part in the Competition, which are established outside the Republic of Poland, warrant that the first presentation in Poland of the theatrical performances entered in the Competition will take place only as part of the Competition and subject to these Rules and Regulations, unless the prior written consent of the Organiser to the first presentation of the performance taking place outside the Competition has been obtained.

8. The materials, referred to in section 4, shall become the property of the Organiser without any compensation for the Competition participant.

9. The draft representation referred to in section 4 clause 1) forms Appendix No 2 hereto.

§ 7

1. The evaluation of the theatrical performances submitted by Theatre Schools and subsequently qualified by the Organiser to the Competition and the final decision on awarding or not awarding individual prizes or distinctions in the Competition shall belong to the remit of the competition commission, hereinafter referred to as the **“Jury”**.

2. The **Jury** shall consist of five persons representing various artistic disciplines.

3. The **Jury** members shall be appointed by the Organiser.

4. At its first meeting after appointment the Jury shall elect the Chairman of the Jury and set forth the rules of its work.

§ 8

1. The following prizes may be awarded in the Competition:

- 1) The “Grand Prix”;
- 2) 2 Prizes in a Leading Role,
- 3) 2 Prizes in a Supporting Role,
- 4) The Special Prize.
- 5) The Audience Award,

2. Regardless of the prizes, referred to in section 2, with restriction to section 3, the **Jury**, acting at its discretion, may also award distinctions.

3. The rules of the Audience Award referred to in section 1 point 5 will be defined in a separate regulations.

4. With the consent of the Organiser, prizes other than those, referred to in section 2, funded by third parties, may also be awarded.

5. An individual prize may only go to a natural person who at the time of a premiere of the performance has the status of a student.

6. The **Jury** shall decide on awarding or not awarding the prizes and distinctions, in accordance with § 7 section 1, at its discretion and on the basis of the criteria set by the **Jury**.

7. The type (character) and value of the prizes in the Competition shall depend entirely on the decision of the Organiser.

§ 9

1. Subject to section 2, the Organiser shall provide accommodation during the Festival to the persons taking part in the Competition on behalf of the Theatre Schools whose performances have been qualified for the Competition in accordance with § 6.

2. The accommodation, referred to in section 1, is limited **to 10 (ten) persons per school**.

3. The Organiser shall pay the persons, referred to in section 1, a remuneration in virtue of presenting theatrical performances during the Competition on the basis of contracts concluded with them, with a proviso that the number of the aforementioned persons may not **exceed 10 (ten) per school**.

4. If the ensemble of a given Theatre School taking part in the Competition exceeding **10 (ten) persons**, the accommodation and royalties costs over and above the aforementioned limit shall be **covered by the Theatre School**.

5. Any expenses other than those referred to in section 1 and 2, incurred in connection with participation in the Festival, and in particular:

- 1) transport of participants, props, costumes and technical devices,
- 2) customs duties,
- 3) translation of subtitles –

- shall be covered by the Theatre School.

6. Any administrative and other formalities necessary for participation in the Festival, and in particular:

- 1) conclusion of contracts,
- 2) provision of personal and technical information –

– shall be attended by the persons taking part in the Festival immediately upon arrival at the seat of the Organiser.

§ 10

The Theatre School shall be obligated to insure all persons taking part in the festival, at least against: third party liability, consequences of accidents and medical treatment costs.

§ 11

1. The Festival Director and the subordinated Festival Bureau shall be responsible for the artistic and organisational aspects of the Festival.

2. The Rector of the The Aleksander Zelwerowicz National Academy of Dramatic Art in Warsaw is the Festival Director.

3. The Artistic Board shall be appointed by the Festival Director. The Festival Director shall be a member of the Artistic Board by force of these Rules and Regulations.

4. The Festival Director shall manage the work of the Artistic Board. In the event of disputes the decision of the Festival Director shall prevail.

5. The Festival Director shall manage the work of the Festival Bureau and shall be the superior of the persons engaged by the Organiser to work in the Festival Bureau. Festival Bureau employees shall be engaged by the Organiser on a motion of the Festival Director.

6. Acting on a motion of the Festival Director, the Organiser may appoint deputies dealing with artistic and organisational matters.

7. If necessary, the Organiser, acting on a motion of the Festival Director, may temporarily delegate its employees to perform tasks connected with Festival organisation, regardless of the persons working in the Festival Bureau. Such delegated employees shall report to the Festival Director and carry out his/her instructions.

8. The financial supervision over the organisation of the festival shall be exercised by the Chancellor of The Aleksander Zelwerowicz National Academy of Dramatic Art in Warsaw in agreement with the Bursar.

§ 12

1. Provisions of these Rules and Regulations shall be interpreted by the Organiser. In matters not regulated herein, decisions shall be taken by the Organiser and announced to the Festival participants in a manner customarily used by the Organiser.
2. The Organiser may amend these Rules and Regulations at any time without giving reasons.
3. The Organiser may cancel the Festival at any time without giving reasons.

§ 13

These Rules and Regulations was adopted on 26th of November 2018. These Rules and Regulations come into force on the day of adoption.