

Policy Review for Respondents

1. Please obtain an electronic or hard copy of a contact sheet from the stage manager or director. There are new slots for you to fill in for e-mail addresses for Irene Ryan nominees, student playwrights, stage managers, designers, and dramaturgs, as well as an e-mail and cell phone number for the director.
2. Please contact the school with the date you will be attending a performance as soon as you are selected as the respondent. Many shows sell out quickly.
3. There is a **new box** in the Response Form that reads, “Please provide feedback regarding the production and response session here.” You should write a brief description of the production approach and a summary of the positive elements, as well as the challenges you shared in the verbal response with the production team. These reports will be read.
4. Please fill out a complete date on your response with month, day and year.
5. Please enter the correct circuit number.
6. Please fill in the complete school name. There are two Glendale Community Colleges—one in Arizona, one in California. There are at least two Loyola Marymount institutions in our region. Please be specific. It’s very difficult to send out Meritorious Achievement Awards if you fail to do this.
7. Please take a copy of the document STUDENT OPPORTUNITIES AT THE REGION 8 KCACTF to every response and leave it at the school. We have new students in every production who are not familiar with KCACTF.
8. When a school enters one show, Associate or Participating, any playwright at the school in any department may enter 2 ten-minute plays, 2 one-acts and 2 full-length plays in the Michael Kanin categories in which they fit. Go to www.kcactf-8.org for complete instructions.
9. When a school enters one show, Associate or Participating, any designer in any show at the school during the school year may participate with their designs at Festival. An “Intent to Participate” form must be completed by the deadline listed on-line and instructions followed. Go to www.kcactf-8.org for complete instructions.