

2024 UIL One-Act Play  
4A, Area I, Region II

**Aubrey High School**  
**April 11th-12th, 2024**

Dear Directors:

On behalf of everyone at Aubrey High School, we welcome you to our campus! We are excited about hosting the one-act play contest, and we look forward to making this a positive educational opportunity for all. If there is anything we can do to help make this an enjoyable experience for your company and your school, please let us know. We will do everything in our power to make this contest a wonderful and memorable celebration of theatre.

On the following pages, you will find the informational packet for this contest and the facilities. We hope we have covered everything but if you find that you have a question, please let us know and we will do our best to answer it to the best of our ability.

Below there is a table of contents for quick reference and your convenience. We hope you enjoy your time with us. Break a leg!

~Aubrey Theatre Department

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# Contest Personnel

**Contest Manager:** Karen Gossett  
karenpagegossett@hotmail.com  
940-391-9740 (cell)

**Stage Manager:** Wendi Brozek

**Judge:** **Michael Valentine**  
1708 Strait Lane  
Flower Mound TX, 75028

**Shayna Coyne**  
4909 Cargill Circle  
Fort Worth TX, 76244

**Phillip Morgan**  
3702 Melcer Dr. Apt. 3132  
Rowlett TX, 75088

**Contest Site:** Aubrey High School  
510 Spring Hill HS  
Aubrey, Texas 76227  
(940) 668-3900

**Site Host:** Emily Rome  
[erome@aubreyisd.net](mailto:erome@aubreyisd.net)  
(325) 812-6826 (cell)

Paul Norris  
[pnorris@aubreyisd.net](mailto:pnorris@aubreyisd.net)  
817-975-8001

# Arrival Details, Scripts, & Payment

## Program Information:

Please email your program information to Emily Pippins at [erome@aubreyisd.net](mailto:erome@aubreyisd.net) no later than **Tuesday, April 2nd**. Programs will be copied and pasted directly from your template, please double check spelling before you send.

<https://docs.google.com/document/d/1DEyUHT3muJ9vBcC3B3JR4GrrN6IY1stcloQb10wi71c/copy>

## Scripts for Judges:

Scripts should be sent directly to the judge at least 10 days prior to the contest, (**Tuesday, April 2nd**). See addresses on the previous page.

## Unloading:

Schools will unload equipment/scenery at the Theatre Loading dock, which is located behind the auditorium across from the field parking lot. Maps are attached to help you. Host students will be watching for each company to arrive. Companies should report to unload all scenery, and costumes **at least 30 minutes prior to the scheduled rehearsal time**. A student host/runner will be assigned to your company and will be at your disposal to assist you. The contest manager will meet you and your company at the entrance prior to your rehearsal time.

## Strike Plan:

Strike before or after the award ceremony.

## Set pieces/Props Storage:

Set pieces, props, etc, will be kept in designated areas on the stage and in the tech shop.

## Payment:

Please contact Nishia Newton for details on payment. Each school traditionally pays the DEC Chair directly to cover all UIL Activities. [nnewton@aubreyisd.net](mailto:nnewton@aubreyisd.net)

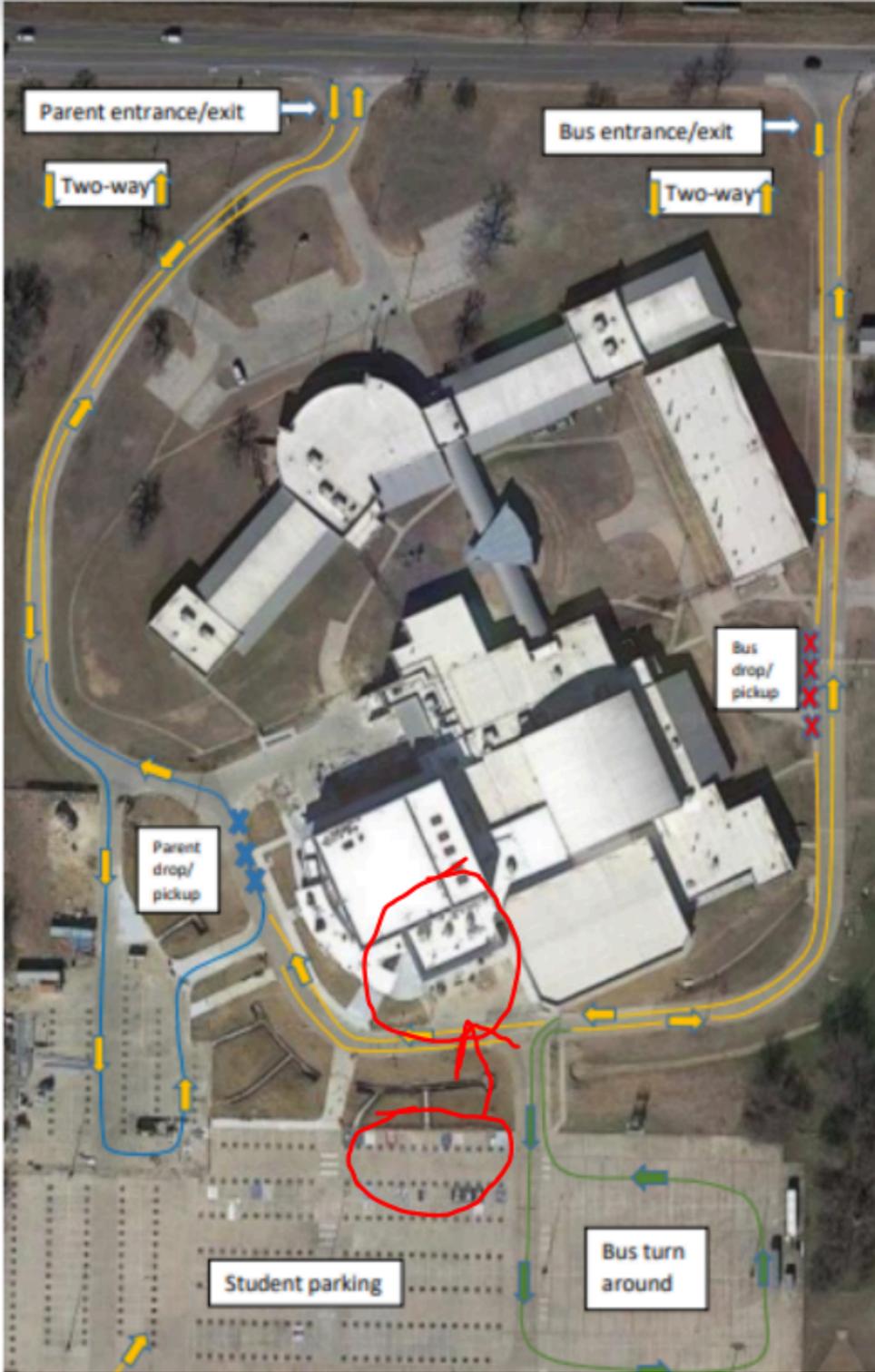
## Paperwork:

Please bring the following items with you to the rehearsal to submit to the contest manager:

1. State approval of any set additions
  2. State approval of a play not on the approved list
  3. Evidence of royalty payment
  4. Publisher's approval to do a cutting of your play
  5. Dated, signed log of incidental music
- Please note if it is copyrighted, original, or public domain. Do not include SFX in your music log. Music time limit has been eliminated.
6. Signed Community Standards Form
  7. 1 original cut script (for Contest Manager)

**Directions upon arrival:**

- When you turn into the school, you can turn in either entry. (marked in yellow)
- Follow all the way back until you see the two large parking lots between the school building and fields.
- The black box has a door in the back of the school building by the loading dock entry/garage door. (marked in red on the map)



# Rehearsals and Dressing Room Assignments

**Rehearsals:** The official rehearsal time will begin when your group enters the actual stage space and after introductions and site information is given (designated by the contest manager). Each group will have one hour to rehearse. Groups will need to remove and store scenery in an assigned space (as well as strike and spike the entire set) by the end of the official rehearsal time. Each school will have a designated space backstage or in the scene shop.

## ON-SITE REHEARSAL

**Thursday, April 11th, 2023**

1st	9:00am-10:00am	2A
2nd	10:15am-11:15am	2B
3rd	11:30am-12:30pm	1C
4th	12:45pm-1:45pm	1A
5th	2:00pm-3:00pm	1B
6th	3:15pm-4:15pm	2C

## PERFORMANCE SCHEDULE:

**Friday, April 12th, 2023**

9:00am Director's Meeting

10:00am Shows begin and run back-to-back.

1st	10:00am	2A
2nd	11:00am	2B
3rd	12:00pm	1C
4th	1:00pm	1A
5th	2:00pm	1B
6th	3:00pm	2C

5:00pm Award Ceremony

# Building Information

## Building Open:

Host school will be on campus by 7:00 am to unlock doors for Contest management and contest personnel. The doors for the first school rehearsal will open at 7:50 am.

## Dressing/Holding Rooms:

Each company will be assigned a designated area (gym, choir room, band hall) during the duration of the competition. Please remember these holding rooms are areas that do not contain mirrors: therefore, you will need to provide your own. There are male and female student bathrooms in the fine arts hallway that will be available for students to change, as well as restrooms behind the auxiliary gym. As a courtesy to the directors and coaches, please leave rooms as you find them. Companies should strike all materials from dressing rooms prior to the Awards Ceremony. *Space assignments will be based on the number of company members.*

**Warm up/Ready Room:** Company will be moved from their holding area to the blackbox theatre.

**Site Crew Room:** Tech Shop

**Judge's /CM's Room:** Makeup Room

**Parking:** Buses and Trucks should park at the furthest point in the parking lot behind the loading dock (Marching Band Practice Lot). Your drivers should not have issues trying to find a place in the lot. All patrons will follow signs to the same parking lot and park closer to the school/curb.

**Admission:** \$10.00 one time admission

**Directors' Meeting:** Time 9AM. Hospitality Room

Hospitality will be available to the directors, judge, and contest manager in the makeup room. A concession stand will NOT be available. If you plan on having food delivered or picked up for your company, here is a list of restaurants within 8 miles of Aubrey HS.

Sonic	Subway	Chick-fil-A	Whataburger
Chicken Express	Luigi's Pizza and Pasta	Rosa's	McDonald's
Burger King	Prairie House BBQ	Palio's Pizza	Jack in the Box

**Awards Ceremony:** 5:00pm

**Awards:** The following awards will be given:

- Three Advancing Plays
- One Alternate
- Best Tech Crew (Decided by Contest Manager and SM)
- Best Technician from each company (Decided by Director)
- 2 Best Performer
- Eight All-Star Cast
- Eight Honorable Mention

**\*Critiques:** Judges will give individual critiques after all performances have ended, before award ceremony

# Auditorium Information

Aubrey Auditorium- Visual Example: [tinyurl.com/AHSAuditorium](http://tinyurl.com/AHSAuditorium)

**Seating:** 710 - 8 wheelchair accessible areas

**Proscenium:** 50'w, 20'h

**Stage Dimensions:** From Grand Drape to cyc is 29'  
 The proscenium opening is 50'  
 16' apron depth when orchestra pit is covered

**Curtain Layout:** Measurements are from the edge of the stage (apron line) to cyc.  
 Grand Drape-6'  
 1st leg – 8'  
 2nd leg- 15'  
 Mid Traveller – 22'  
 3rd leg- 28'  
 Back Traveller– 34.5'  
 Cyc- 35'

**Wing Space Width:** From the proscenium wall, Stage Right has a 18' width and Stage Left has a 29'10" width.

**Cross Behind Cyc:** There will be 4' crossover space behind the Cyc. If students cross behind it, they must do so carefully, as waves on the cyc will be visible from the audience. They can also exit to the hallway-there are doors on USR and USL.

**Orchestra Pit:** Covered

**Stage Height:** (Relative to Auditorium Floor) 2'5"

**The Stage:** The stage at Aubrey measures 50' wide x 29' deep (w/o apron) x 20' high.

**Storage Space:** A boxed off area (approx. 5' x 6' square areas) will be assigned to each company. These areas will be located in the left wing, tech shop, or hallway outside the stage doors. Pieces that will not fit in the storage area can be stored in a separate location.

**Unit Set:** The basic UIL unit set will be available for your use and located on the upstage wall. All scenery is subject to the full-disclosure policy and should be in accordance with your approved ground plan. The following unit set pieces will be available to your school:

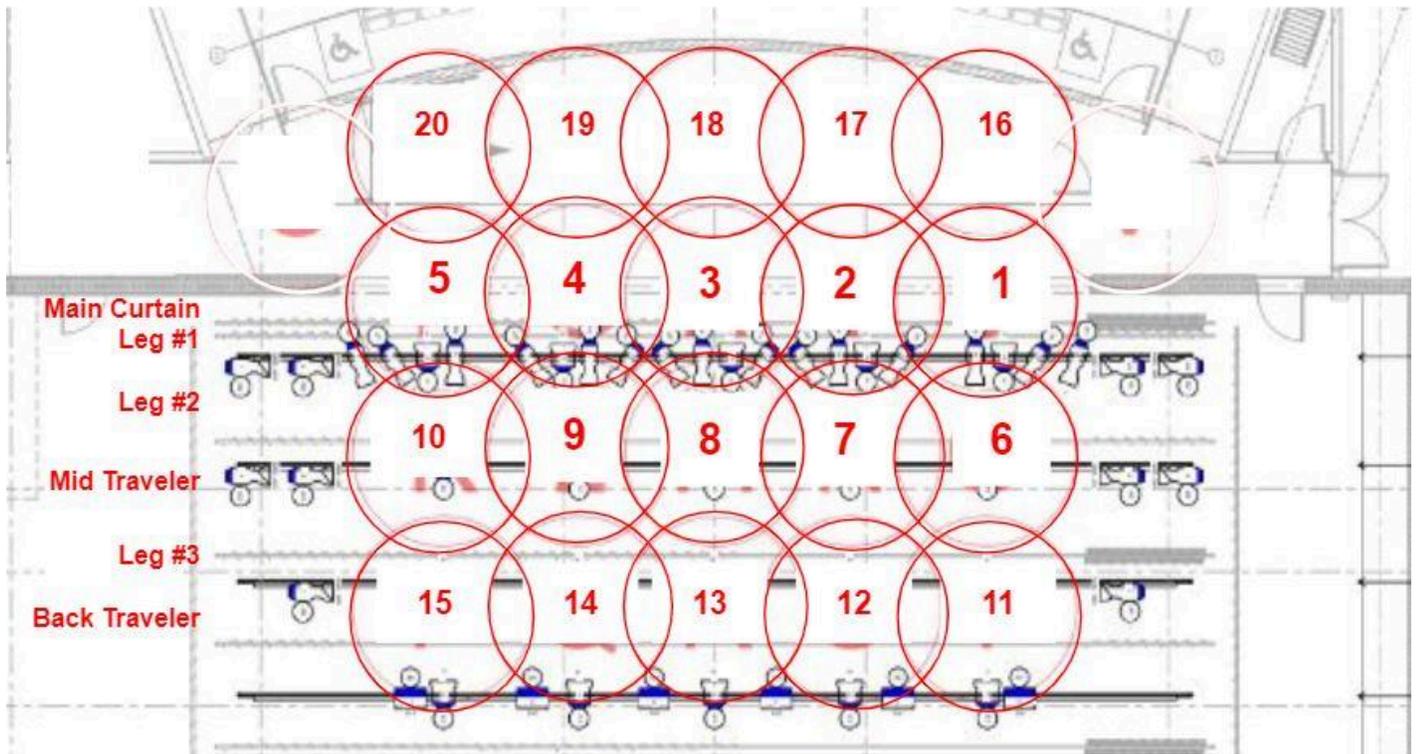
2- 4'x4 platforms	4- Three-fold flats	2- 4' pylons
2- 4' x 8' platforms	4- Two-fold flats	2- 6' pylons
4- 1' x 1' cubes	2- 2' wide steps	2- 8' pylons
2- Door unit swing out 1L, 1R	2- 4' wide steps	2- 4'x4' ramps
1- French Door	2- Window units	

**Sound:** The sound system control board at Aubrey is located at the back of house in the production booth. If you choose to operate out of the house sound system, your company will use the Allen&Heath dLive C3500 (some schools opt bring their own system and operate it backstage). A CD player, bluetooth, and auxiliary cable for use with laptops and iPods/iPads will be available. **\*\*Please make sure to have sound downloaded- do not depend on wifi. We will provide wifi, but the signal is not strong\*\***

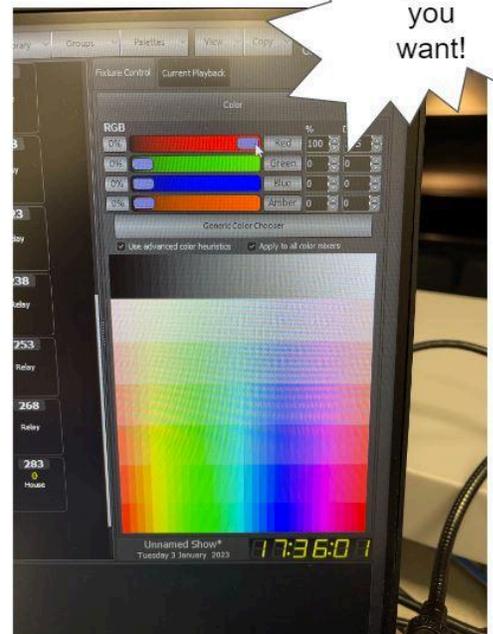


**Lighting:** Aubrey has a Strand NEO lighting console. We will have 15 general lighting areas. Because of the additional apron length due to the orchestra cover, we have created 5 additional areas downstage for a total of 20 areas (4 rows of 5, please see ground plan). In addition to this, if you use the cyc, there are cyc lights in any color you wish.

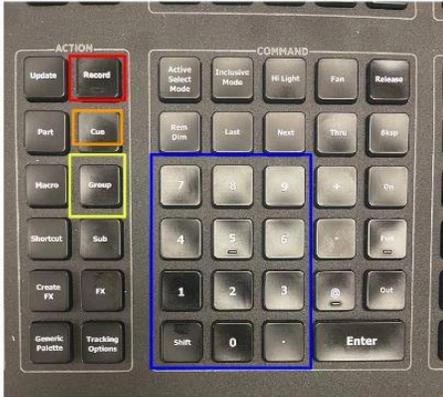
If you would like cues pre-programmed, please use the [UIL cue sheet](#) on the UIL theatre website and email the cues to [epippins@aubreyisd.net](mailto:epippins@aubreyisd.net) no later than **Tuesday, April 2nd**. You may have as many cues as you like, but please keep it limited to 20 looks.



## Light Board- Strand Neo Lighting Control

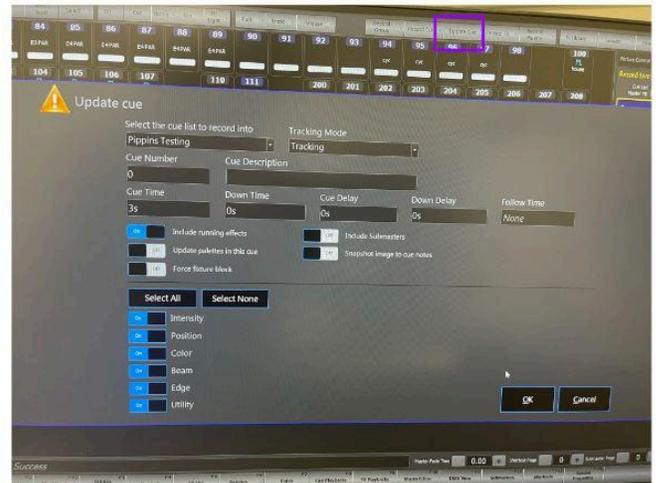


# Programming Cues



## How to record a cue:

1. Turn on the lighting areas you want by typing in the group (yellow) button and number (blue) button  
\*Group numbers are the lighting areas on the plot provided\*
2. Press RECORD (red) button then press CUE (orange) button
3. Then enter in your cue # on the keypad
4. Press ENTER



## How to edit your cue:

1. Select the cue you would like to edit
2. On the grey bar at the top of the screen, select UPDATE CUE (purple)
3. Edit the area you need to- you can edit the cue number, description, time, down time, delay, and follow time

# Spotlights

Available in back of house right and left

