

24 Hour Theatre Guidelines

All participants in the 24 Hour Theatre Fundraiser are expected to follow the guidelines set out below.

Arrive on time and stay for the entire time of your commitment (writers, until a script is finalized; actors, directors, ASMs, Crew, through the performance and strike.)

Arrive prepared, with the proper tools of your trade.

Make every effort to attend the Friday night kickoff, starting at 7:00pm.

Participate and contribute to the best of your ability.

No Alcohol or drugs allowed and anyone under the influence of alcohol or drugs may be asked to leave. No guests allowed at the Warehouse at any time before the performance.

Take care of the Warehouse, the props, the costumes, and all equipment. Return any items used to their proper place.

Treat all participants with respect and courtesy.

Keep a positive attitude.

Enjoy yourself!! 😊

Director Guidelines

Please arrive by 7 am on Saturday morning. You will be given the scripts for your group no later than 7:30 am. This will give you some time to read, analyze, and prepare your script. At 8:00 am, or earlier at the discretion of the director, scripts should be distributed to the cast and ASM/AD and the rehearsal process begins.

Each director has an assigned, private rehearsal space that is theirs for the entire day. Some working props and costumes may be available. Please contact the stage manager to get these.

Directors are given freedom in casting, directing style, time management, script interpretation, minor editing, and choice of special prop (if the writer has not already requested it).

Directors are encouraged to consider the typical Pocatello audience when making choices about staging, action, style, and language. A "G rated" production is not required, but we do ask that you try to keep things "PG-13" otherwise a director may be asked to change offensive or inflammatory choices.

Directors must use only the props, furniture pieces, and costumes that are set out for this project. Each play is allowed one "special request" prop or costume piece. This request is subject to adjustment, depending on availability or practicality (a 4' oil painting or a hot dog cart may be too difficult to create or obtain. Likewise, a live puppy is problematic and a cut crystal vase, too expensive.) There is a \$20 limit to special prop requests.

Each director works with their own Assistant Director or Assistant Stage Manager. It is up to the two of them to work out exactly what function this assistant is to fulfill. The director may discuss staging or interpretation questions with the AD; or the director may wish to work with an ASM who is more focused on the technical aspects of the process.

The director is expected to keep their cast in the building and occupied during the rehearsal period. They can decide on an appropriate time and duration for a lunch break. They may allow the cast to leave for this period.

Directors are asked to stay through the performance and participate in the curtain call and Q & A after, if possible.

Assistant Director/Stage Manager Guidelines

The AD/ASM will be expected to do the following, at a minimum: keep the cast and director on track and organized, make an accurate diagram of the set, record blocking notes and script edits, give line cues, meet with the technical director and stage manager to discuss technical needs, and generally advise or assist the director as needed.

Actor Guidelines

Please arrive no later than 7:30 am on Saturday. Usually breakfast is available before this time. Come together in a company meeting before beginning rehearsal, warm up your body and voice, prepare to focus on the script.

Prepare your script, learn your lines, write down and learn your blocking, discuss interpretation choices with your director. Let your director, AD/ASM, or stage manager know if you have personal needs or limitations that would affect your performance.

Be available the entire day. Stay at the theatre unless released by your director.