



## TERMS AND CONDITIONS 2019

1. These are the terms and conditions of the Auckland Community Theatre Trust Incorporated ("ACTT") Showdown competition ("Showdown"). Completing the prescribed entry form and submitting this form to ACTT is deemed acceptance of all the applicable terms and conditions. Once entry forms are submitted, invoices will be generated and emailed to the nominated representative of the school. **All fees are non-refundable.** Entries will be accepted up to and including February 28 in any year. Late entries may be accepted until 30 April in any year, at the discretion of the ACTT and the judging panel. No entries will be accepted after 30 April under any circumstances. ACTT reserves the right to withhold or remove nominations, without notice, from any school that has not paid their entry fee/s by the last day of Term 3 in the year of entry.
2. All decisions of ACTT, its representatives, judges and affiliates are final. No correspondence will be entered into regarding feedback of performances and productions, and decisions regarding nominations or winners. This includes, but is not limited to, contact via face-to-face discussions, email or social media.
3. Plays and/or musical theatre productions (the "Production") are eligible for entry in Showdown. ACTT reserves the right to decline entry to, or remove from the competition, any Production which it considers, in its absolute discretion, does not meet the requirements of a play or musical theatre production, or might otherwise have any negative impact on ACTT or the Showdown competition.
4. All Productions must have at least one evening performance (after 6.30pm) to qualify for entry. Schools may enter a maximum of two productions per year. Production seasons may take place at any time between the first week of Term 1 and the second to last week of Term 3 each year.
5. ACTT requires a minimum of one (1) month's notice in writing (including email) of any changes to performance dates including cancellation or postponement of any performance or Production. It is the responsibility of the school or its representative to ensure ACTT has correct details. If ACTT does not receive sufficient notice this may impact the number of Judges (as defined below) who are able to view a Production, if any. This may impact on a performer's or a Production's nominations or success at the annual awards evening.
6. A judging panel (the "Judges") will be selected and convened by ACTT for the purposes of adjudicating productions entered into Showdown. The choice of Judges is at the sole discretion of ACTT.
7. By entering a Production into Showdown, you agree to provide TWO complimentary tickets for each of the Judges to attend a performance of the Production. Each judge will also be provided with a complimentary programme prior to the performance beginning.
8. Where a Production has a double-cast (i.e. some roles played by different performers on alternate performances), you must provide judges with TWO complimentary tickets to each performance they attend. Schools must inform Showdown of this upon entry. A higher entry fee will apply. Judges cannot attend a Production more than twice.
9. Entry into Showdown is open to all New Zealand secondary schools within the Auckland geographical area, as determined by ACTT, and to the students, staff and community of those schools in the relevant year, being January to December.
10. Participating students and staff are exclusively deemed to be those students or staff referred to by name in the programme, and identifiable on stage during the performance. No other non-named staff or students will be eligible for an award. ACTT takes no responsibility for any omission or error caused by reliance on material provided by the school. Nomination lists will be published online. It is schools' responsibility to check and ensure any corrections needed are made by the notified date.
11. Staff employed or retained and students enrolled specifically and/or exclusively for work in school productions are not eligible for individual awards. For the avoidance of doubt, professional designers/directors/choreographers hired for a production will not be eligible for an award, however the production itself and others involved may be.
12. ACTT reserves the right to extend, postpone, or cancel Showdown as it sees fit and to update, alter and delete the terms and conditions without notice. A copy of the relevant terms and conditions in force from time to time may be obtained by writing to the Secretary, ACTT, PO Box 16, Kaukapakapa, Auckland 0873 or from the Showdown website, [www.showdown.org.nz](http://www.showdown.org.nz).

13. Entry into Showdown constitutes consent to use winners' and entrants' names & photos for any promotional purposes, subject to any relevant licence agreement and/or the Copyright Act 1994 (as amended) regarding any copyrighted material in the Production itself.
14. Pursuant to the Privacy Act 1993, ACTT is required to store all personal information provided by you in a secure manner and will not disclose any personal information provided unless to do so is deemed necessary to carry out the functions for which the information was collected or, if it believes in good faith that you consent to the disclosure, or it is legally required to do so. You may request a copy of your personal information held by ACTT at any time and request that any errors or omissions are updated, as is your right.
14. ACTT reserve the right to conduct a security verification check at their absolute discretion. Nominees and winners may be required to sign a declaration confirming their eligibility to accept the prize.
15. ACTT or its nominee will organise and prepare an awards evening to announce and distribute the Showdown awards annually at a date to be announced by ACTT from year to year but before the completion of the school year. Such date will be set in any school year to allow time for the Judges to convene to compile their list of award nominees and the awards ceremony to be organised.
16. ACTT, its representative and affiliates are not liable for any loss, damage or injury by any person, whether natural or legal, in connection with the awards evening or any Production.
17. Awards are not transferable and not redeemable for cash.