

## **Readers' Theater Guidelines**

Along with our regular productions, NLT also presents Readers' Theater, four informal productions per season in which actors read from scripts for a unique appreciation of classic and contemporary works. No admission is charged.

-Readers' Theater productions are offered on Sunday afternoons at 2 p.m. in October, January, March, and May. They are produced on the set of whatever the current mainstage production is.

-Directors are sought out by the RT Chairperson.

-Directors are encouraged to choose a script that has no or low cost royalties, to keep costs down. Original scripts would meet this goal. Royalties should not exceed \$100 without permission from the Board.

-Actors usually sit in a semi-circle on folding chairs and read their parts with someone reading stage directions for the benefit of the audience.

-Blocking, props, suggested costumes, lighting, and sound is optional, and directors would need to arrange for these and tech people.

-Props or furniture may be borrowed from our inventory, but must be returned after the production. Anything moved on the existing set must likewise be put back as found.

-Casting is done by the director, and usually doesn't involve auditions; the director calls upon a pool of actors known to him or her. The RT Chair should keep a list of actors interested in reading if people volunteer for that.

-RT Chairperson or director should contact the director (or the Production Liaison) of the mainstage show in rehearsal to coordinate when it's mutually convenient for the RT

director to get on the stage. The morning of the production is usually available for run-throughs.

- Traffic control and House Mgr. duties should be coordinated by the RT Chair.

- The RT Chairperson can fill the House Mgr. role, and serve as a host, welcoming people, and introducing the director, who can introduce the cast.

- Chairperson doesn't have to be at every show, but should appoint a surrogate if she/he can't be in attendance.

- Snacks and drinks can be sold before the show and during intermission.

- The Chair should be in touch with the Publicity Committee and the Social Media Committee several weeks before the production for maximum publicity.

- Information should be put on the NLT website as soon as a play is known. The director's name, a description of the play, and a graphic should be provided to the web host for this.

- The Season Planning Committee should arrange to pay for royalties, if needed, as far ahead of the show as possible.