

## **Responsibilities of Barbour Award Participants**

### **EAG**

- Produce one reading for each of the three nominated plays
- Facilitate a maximum of 4 hours rehearsal time in EAG's space for each play reading (rehearsals must take place during business hours: Monday-Friday, 10am-6pm)
- Promote each reading with a press release and announcements on social media, our e-newsletter and in our print newsletter
- Create all programs and promotional materials
- Host a wine and cheese reception following each reading

### **Theatre Company**

- Select three full-length plays that have not received a full-production (works-in-progress will not be accepted)
- Each play must be from a different playwright
- Submit titles of chosen plays to EAG with playwright's names and contact information
- List information about each reading on company website and social media sites with links to EAG website
- Do your best to fully promote each reading both online and on any print materials created by the company
- Encourage playwrights and actors to promote readings on their social media pages
- When necessary, assist playwright in finding a director and cast
- Respond to all EAG requests in a timely manner

### **Playwrights**

- Submit all requested information about play to EAG
- Cast play and secure a director
- Contact EAG to schedule rehearsal time
- Print all scripts needed by director and cast
- Actively promote each of the readings on social media