Dear District Administrator,

We are thrilled students from your school have expressed interest in performing at the International Thespian Festival (ITF) to be held June 28–July 2, 2027 in Louisville, Kentucky. Performing on the ITF stage is both an honor for the school and an enriching once-in-a-lifetime educational experience for the students and teachers.

For a performance to be invited to the ITF stage, schools must first apply to have their production adjudicated by educators and other industry professionals. Participants can then grow from that feedback to improve their production, as well as learn how to travel a show. That process enhances the core skills of critical thinking, collaboration, communication, and creativity that are so central to school theatre.

In addition to the value of the performance opportunity, ITF attendees spend a week submerged in workshops, artistic panels, college interviews and more.

We receive far more performance applications than we can possibly showcase so only a few troupes are honored each year with an invitation. This form serves to ensure your awareness and support of your school's application. Troupes invited to perform on the ITF stage are expected to:

- Adhere to school and EdTA policies, including code of conduct
- Be in good standing with ITS (International Thespian Society) and EdTA (Educational Theatre Association)
- Have performance adjudicated in accordance with program guidelines
- Submit signed Administrator Acknowledgment form
- Submit acceptance form within 1 week of receiving invitation, along with this form
- Be available for whichever day/time(s) performance is scheduled during ITF
- Secure permission from publishing agency for all copyright material (script and music)
- Provide photos and copy for promotional materials, including a digital program
- Participate in pre-event planning meetings with ITF staff to adapt production for travel/ITF venues
- Register and pay for attendees, including adult participants, chaperones & volunteers.

- Coordinate all travel and hotel accommodations for participants, and logistics for transporting /storing production materials
- Contribute to development of supplement Performance Study Guide

For students whose experience is performing in a high school theatre or cafetorium, getting to share their talents on the “big stage” in front of thousands of Thespians and hundreds of teachers is life-changing; Thespian alumni say that it’s a memory they carry with them their whole life.

Please sign below to acknowledge your district’s support for this opportunity or reach out to EdTA with any questions.

Thank you!

Jay Gerlach, Interim Executive Director
Educational Theatre Association

Signature

Name, Position

School District