

**2018 Criteria to be used to submit Awards Nominations to the
OCTA Awards Committee**

1. All nominations are to be mailed, e-mailed, or hand delivered to the OCTA Office. Nominations must be received in the OCTA office ***by 5pm June 25.***
2. The person or theatre to be nominated must be a member of OCTA by the deadline date of the Awards nomination. ***(June 25)***
3. Nomination applications must be legible (preferably typed) and not to exceed 3 pages. (Exception: Theatre of the Year may include more pages.)
4. A cover sheet must be included that has the name, address, telephone number, e-mail address, if available, of both the nominee and the nominator, whether an individual or a theatre. If it is a theatre, include the name of the contact person at the theatre.
5. Only one nominee may be included on each page.
6. Nomination should state why the nominee deserves to receive this award.
7. Verbal nominations are not acceptable.
8. The selections made by the Awards Committee are final.

No individual is to be nominated for an award that has been previously given to the individual.

A theatre may be nominated for an award previously received after a period of 10 (ten) years.

List of recipients at <http://www.oktheatre.org/honors>

***These are the awards that OCTA will be accepting
for 2018 Nominations:***

A. HALL OF HONOR AWARD

This is the highest recognition for lifetime service in an Oklahoma nonprofit theatre and for significant contributions to OCTA. Recommendation should include the nominee's contributions to state and local community theatre, their involvement in all aspects of theatre work, and why the nominator feels they merit this award. Nominee must be an OCTA member.

B. THEATRE OF THE YEAR AWARD

Nomination must include:

1. A list of the current Board of Directors.
2. Show a continuous production season of 10 years with at least two productions each year.
3. An outline of the theatre activities over the past 5 years.
4. Note growth or positive change in the organization
5. Contributions to the local community.
6. Major achievements or projects in the past year.
7. Must be a current member of OCTA.

C. CHARLES HAIR VOLUNTEER OF THE YEAR AWARD

This award is to recognize individuals who have provided years of volunteer service to an OCTA member theatre. These individuals may have been founders or early patrons of their theatre. Their leadership has been compelling to the growth of their theatre. This award honors the late Charles Hair of Tulsa and Okemah. The award may be presented any year.

D. BRAVO CERTIFICATE

1. Individuals may be nominated by a Member Theatre throughout the fiscal year. This certificate recognizes outstanding service as a volunteer. Nomination should state why the nominee deserves to receive this award.
2. The Awards Committee approves the nomination application.
3. The Certificate is mailed to the Theatre who will make the presentation. Should an OCTA Board member live in the vicinity of the theatre, the Board member should represent OCTA in presenting the award.
4. OCTA publicizes the name of the individual and name of the theatre when an OCTA BRAVO Certificate is issued.

**OCTA, POBox 57626, OKC, OK 73157-7626 info@oktheatre.org
<http://www.oktheatre.org> 405-840-0788**

OCTA gratefully acknowledges
program support received from

