

OffWestEnd: The Offies

Guidelines for participating Venues & Companies



ABOUT THE OFFIES

The Offies (The Off West End Theatre Awards) were set up to recognise and celebrate the excellence, innovation and ingenuity of independent theatres across London and to reward the new talent that they nurture which is essential to the future of our theatre industry.

The Offies are awarded in a number of categories (see below) that include individual and ensemble performances, writing, direction, and technical production.

The Offies cover a calendar year and the winners are announced at an awards ceremony in the spring of the following year.

Theatres and companies with shows that are **nominated** for awards receive **badges** to help publicise the fact, and nominees are considered for **shortlisting** for an award. As well as the publicity and prestige associated with an Offies award, winners are offered the opportunity of **mentoring** by an established figure in their field in the theatre world.

WHICH PRODUCTIONS ARE ELIGIBLE?

The Offies are split into **4 groups**:

- The **CORE awards** – for any play, musical production or performance piece.
- The **TBC award** – for productions that defy any established genre or category
- The **OPERA award** – for operas, rather than musicals
- The **OFFIETTES awards** – for productions aimed at Young People, and has three age divisions

For the **core awards**, any play, musical production or performance piece with a minimum of **9** performances over **3** weeks is eligible. For the **TBC, Opera** and **Offiettes** awards, a minimum of **4** performances is required.

SUBMITTING A PRODUCTION

Any eligible production can be entered for an Offies award by **notifying the Offies Administrator** (*details below*) specifying the award group (*as above*) for which the show would like to be considered. Notifications can be made by the theatre, the production company or a publicity agency working on their behalf. **Notifications should be made at least three weeks in advance of the press night** (or opening night) to ensure that the show can be seen by members of the Offies assessment team.

THE PROCESS

Once notified of a show, The Administrator will arrange for **two Assessors** to see the show on Press Night (or, if this is not possible, as soon as possible thereafter). Theatres will be expected to offer **complementary tickets** to the assessors, to be put aside in the name of **John Offie**. Each assessor will collect their ticket from the theatre **box office** prior to the performance, together with a **programme** (or information sheet) giving **details of the creative team**. In exceptional circumstances, one or both assessors may not be able to attend on Press Night – in such cases, **the Offies will make every effort to ensure that shows are seen promptly** – but cannot guarantee that this will happen.





If the Assessors consider that any aspect of the production is worthy of a **nomination**, the contact who sent the Press Night invitation will be notified as soon as practicable, and the nomination(s) **tweeted** and **added to the Offies webpage** listing this year's nominations. Official Offies **badges** (see *side columns*) will also be sent for marketing and promotional purposes.

If there are nominations, the Offies will wish to send members of its judging panel (referred to as **Super-Assessors**). There are two **Super-Assessors** for each category. Theatres will be expected to offer **complementary tickets** and **creatives' details** to each Super-assessor. Normally the Super-assessors will **make contact directly** to arrange tickets but in cases where there are **four or more nominations**, the Offies will attempt to **co-ordinate requests** and to **limit the number of complementary tickets** that are requested.

It is important to the judging process that Super-Assessors for a particular category should see the shows nominated in that category so that **they can be consistently judged** – if the Super Assessors do not have this opportunity, this could **impair the chances of the nominations being shortlisted**.

Super-Assessors or **members of the critics' panel** (see below) may occasionally add **further nominations** if they feel these are merited, and these will also be the subject of a tweet, and added to the Offies webpage.

Judging of the Offies is carried out by a **meeting of the judging panel** in January of the following year, consisting of the Super-Assessor team, plus members of the **panel of professional critics** who support the Offies. **Shortlists**, normally of three nominees, but occasionally more or less, will be **announced as soon as possible after this January meeting**, and the winners in each category will be **announced at the Awards ceremony**, which is normally held in March. The decisions of the judging team are final.

The Offies does everything in its power to ensure that the assessing and judging of shows is carried out **fairly and impartially**. The Assessors are all enthusiastic **volunteers** who give their time for free, and **pay their own travel costs**. Entrants for the Offies are asked to respect the confidentiality of the process, and not to seek to influence the process in any way. Any correspondence should be sent to the Offies Administrator only.



To contact the Offies Administrator, send an email to: info@offwestend.com or info@euclid.info.

The Offies Awards

CORE AWARDS for plays or musicals

Single Awards...

- Director
- Choreographer
- Set Design
- Costume Design
- Sound Design
- Lighting Design
- Video Design

Awards for each of plays and musicals...

- Female Performance
- Female Performance in a Supporting Role
- Male Performance
- Male Performance in a Supporting Role
- New Play / New Musical
- Production / Musical Production

Awards for plays only...

- Most Promising New Playwright
- Performance Piece
- Ensemble

Award for musicals only...

- Musical Director

TBC PRODUCTION

OPERA PRODUCTION

AWARDS FOR YOUNG PEOPLE

- Production aimed at Young People 0-7
- Production aimed at Young People 8+
- Production aimed at Young People 13+