**BBC NORMAN BEATON FELLOWSHIP 2016**

**Terms and Conditions**

1. BBC Norman Beaton Fellowship ("the NBF") is organised by the British Broadcasting Corporation ("the BBC"). To the extent that it applies, the NBF complies with the BBC’s Code of Conduct on Competitions, Votes and Awards: [BBC Code of Conduct](http://www.bbc.co.uk/guidelines/editorialguidelines/advice/interactivity/code/).
2. **The BBC NBF 2016 event is not open to any employee of the BBC, close relative of a BBC employee, or an employee of a partner organisation**
3. For Applicants to be accepted, Applicants must be a member of the acting profession and must be eligible to work in the United Kingdom for the duration of the contract (Saturday 23rd July 2016 to Friday 23rd December 2016). They must be at least 18 years old on or before the Saturday 23rd July 2016. There is no upper age limit.
4. Applicants must fully complete a registration form on arrival at the NBF workshop, indicating their recent professional work as an actor and providing the name of a verifiable referee. Applicants failing to provide the name of a referee will not progress further.
5. This information will be collected and held by the BBC for the sole purposes of administering the BBC Norman Beaton Fellowship 2016and will not be used for any other purpose or shared with any third parties.  Your information will be processed in line with the requirements of the Data Protection Act and will be deleted as soon as it is no longer needed, at the latest once this year’s fellowship/award ends. The full BBC Privacy Policy is available at <http://www.bbc.co.uk/privacy/>.
6. By providing a completed registration form the Applicant agrees to be bound by these terms and conditions.
7. A condition of entry is that you must be a member of the acting profession but not have attended a fulltime drama course at either a Conservatoires UK or Drama UK accredited drama school. Please see clause 29 below.
8. There are three stages, commencing with an NBF audition workshop at the specified date, time and theatre. Successful Applicants will proceed to the next stage of the NBF event, involving solo auditions, at a semi-Finals venue in London. Up to 12 successful applicants will be selected to return to London for the final stage.
9. Selection from the first workshop through to the semi-final is achieved through a collaborative process between  BBC Drama producers and the theatre representatives.   Participants are assessed for the vocal strengths shown through structured actor workshops:  these incorporate a series of exercises focusing on solo auditions and team work. Selection is based on  applicants' responsiveness to text, direction and their vocal range.    The BBC will select a minimum of two finalists each of whom will receive five-month binding contracts with the Radio Drama Company based in London starting at 23rd July 2016.    If a winner will not or cannot sign the contract, the next best finalist will be selected as a winner and offered the contract.
10. The BBC will select up to 4 runners-up who will be offered one freelance engagement.
11. The BBC reserves the right to provide feedback only to successful Applicants.
12. The BBC may hold Applicants’ details and recordings for a period of 12 months after the BBC NBF 2016 Finals, and may circulate within the Radio Drama production departments for casting purposes CDs of the finalists’ auditions.
13. Applicants consent to being recorded by the BBC where required for the NBF and for recordings made pursuant to this clause being used for all purposes of the BBC NBF 2016 Award, including but not limited to circulation of finalists auditions CDs within the BBC.
14. Applicants are permitted to enter one workshop only. The BBC reserves the right to refuse entry for any reason at its absolute discretion.
15. Previous winners of the BBC NBF Award are not permitted to re-apply.
16. The decisions of the judges are final. Neither correspondence nor discussion shall be entered into.
17. The description of the BBC NBF Award is not binding and may be subject to change. The BBC shall not be obliged to make any award or prize if it does not consider entries to be of a sufficient standard.
18. Entry to the NBF by Applicants is done at their own risk. Attendance by Applicants to any stage of the NBF and travel to and from any such stage is also at the applicant's own risk and the BBC accepts no liability or responsibility in this regard.
19. Any expenses incurred in attending the first stage of the NBF are entirely the Applicant’s responsibility. Applicants selected for the Semi-final or Finals stage will be reimbursed reasonable expenses as advised at the time.
20. The BBC accepts and reserves the right to seek and issue publicity on behalf of the Applicants.
21. The BBC shall not be obliged to make use of any entry and shall not be liable for any loss of publicity or enhancement of reputation.
22. The BBC reserves the right to alter, amend or cancel the Award process if circumstances so require. Notice of any such event will be posted on bbc.co.uk/soundstart
23. The BBC reserves the right to disqualify any entrant who breaches any of these Terms and Conditions or to withhold or withdraw a prize if in its opinion entries do not reach the required standard.
24. These Terms and Conditions are governed by the laws of England and Wales.
25. Entrants may be asked to disclose details of any and all criminal and civil actions pending against them, or served against them plus any unspent convictions. Entrants asked for this information must keep the BBC informed of any changes to that disclosed up to the point the winner is announced. This information will be handled in the strictest confidence and will all personal information, accordance with the BBC Privacy Policy. [cf. para 5 above]
26. Following standard industry practice, the BBC may undertake background checks of the shortlisted finalists. Information discovered or that may have been disclosed by the entrants themselves will inform the decision as to the selection of the finalists.
27. The BBC reserves the right to stand down, in the BBC’s sole discretion, any entrant at any stage for editorial reasons, or otherwise. Should an entrant choose not to continue, the BBC reserves the right to offer the chance to go further in the Norman Beaton Fellowship to another entrant.
28. Although the BBC reserves the right to act on any information that may be disclosed or that is discovered through research, such disclosure or discovery of itself does not mean action will be taken. The BBC will consider all elements and make a decision in keeping with BBC Policies, Editorial Guidelines and to prevent or minimise any disrepute to the BBC and / to the entrants.
29. Please note: as we run a talent initiative, the BBC Carleton Hobbs Bursary Award, with Drama schools accredited by Conservatoires UK and Drama UK, applications from those who are studying or have graduated from full-time courses in acting, musical theatre or stage management from these accredited colleges are not permitted: Birmingham Conservatoire, Leeds College of Music, Royal Academy of Music, Royal College of Music, Royal Northern College of Music, Royal Conservatoire of Scotland, Royal Welsh College of Music and Drama, Trinity Laban Conservatoire of Music and Dance ALRA, Arts Educational London Schools, Birmingham School of Acting, Bristol Old Vic Theatre School, Drama Centre London, Drama Studio London, East 15 Acting School, Guildford School of Acting, Guildhall School of Music and Drama, Italia Conti Academy of Theatre Arts, London Academy of Music and Dramatic Art, Liverpool Institute of Performing Arts, Manchester Metropolitan University School of Theatre, Mountview Academy of Theatre Arts, Oxford School of Drama, Royal Academy of Dramatic Art, Royal Central School of Speech and Drama, Rose Bruford College

<http://www.conservatoiresuk.ac.uk/> <http://www.dramauk.co.uk/>

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