

PRODUCTION PROPOSAL FORM

TYPE OF PRODUCTION

Mainterm **Lunchtime** **Extraordinary** **Freshers' Slot**

SHOW DETAILS

Show Name.....

Author.....

Cast Male:.....Female:.....

Approx running time..... Preferred Week.....

All members of your team must be members of EUTC. If anyone is not when this form is submitted, it will be marked as late, which will hinder your chances of getting the show through. If anyone is not by the proposal meeting, your proposal will not be considered.

Producer Contact No.....

Email.....

Director Contact No.....

Email.....

Technical Manager.....Contact No.....

Email.....

Stage Manager Contact No.....

Email.....

Holiday Contact (preferably the Producer's):

PUBLICITY BLURB

IT IS ESSENTIAL THAT YOU INCLUDE A SHORT PUBLICITY BLURB HERE (a sentence or two will suffice). This is required for the term programmes, website, etc. The EUTC cannot market your show unless you tell us what it is about, or what you intend to do with it.

PRODUCTION MANAGER'S USE ONLY

Submitted on time

Passed Production Merit

Date proposed.....

Preference.....

PROPOSAL BLURB

PLEASE PUT A PROPOSAL BLURB HERE.

This is what will sell your show to the Company and is separate from the Publicity Blurb.

RIGHTS:

Does the show require rights.....Are the rights available.....

You must research the availability of the rights for your show, if required. If the above answers were 'yes' then the cost of rights must also be researched. Information on doing this and how to get the cheapest rights can be found in the production guidelines.

MAINTERMS & EXTRAORDINARY SHOWS ONLY

BUDGET

Royalties (rights)

Publicity (posters, programme, etc.).....

Tech (light hire, etc.)

Set (wood, paint, etc.)

Costume.....

Props (gun hire, etc.).....

Admin (printer usage, postage etc.)

Contingency (for acts of god, crises, etc.).....

Total Budget.....

From EUTCFrom other
sources.....

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