

Questions for Production, Workshop or Fundraiser

Dates you have in mind _____

If a Workshop, time and Dates _____

Name of Event _____

Is this a Straight Show or a Musical? _____

Can this be performed at Trenton Village Theatre? _____

If No, why, and what venue do you have in mind? _____

Are you willing to accept our customary and standard stipend? _____
(not applicable for fundraiser)

If no, what would your minimum request be? _____

How many performances? _____

How many do you plan to cast? _____

Minimum _____ Maximum _____

Do you have a specific number of roles for either Male or Female Needed? _____

What ages do you plan to cast?

- 5-8
- 9-13
- 5-13
- 14-19
- 5-19
- Adult
- Another concept not listed _____

Will you be able to include all children regardless of handicaps, special needs? _____

How many "Lead" roles are there? _____

How many solos are there? _____

How many can be cast as "chorus?" _____

What are the Musical Requirements? _____

Does this show have a Premade CD Soundtrack? _____

Could you perform to this CD? _____

Who hold holds the rights to this show? _____

Do you know what the rights cost? _____

Will this production require live flame? _____

Will this production require phyrotechnics? _____

Tell us about the costuming needs for this show _____

Do you already have a costume designer? If yes, who? _____

Tell us about the set needs for this show _____

Do you already have a Set Designer? If yes, who? _____

Will you need to rent backdrops? _____
If so, how many? _____

Are there any special effects needed for this show?

If yes,

what _____

Are there any gymnastics needs for this show? _____

Are there any unusual or difficult to acquire props needed for this show _____ if yes,

what? _____

Do you need to alter the stage in any manner? _____

Do you have plans or ideas for any type of a "gala" associated with this production? _____ If yes, what? _____

Do you have plans or ideas for any type of special performance? (wine tasting, senior free night, theme nights, etc.) _____

If yes, what and when? _____

For Fundraisers:

Are you a legal entity? _____ What organization do you represent? _____

Are you a 501(c)3? _____ Do you possess your own liability insurance? _____

For Productions or Workshops:

Are you willing to agree with DYPAC's guidelines and are you willing to submit to a criminal and child abuse background check which will require you to go to a FIA office? _____

Do you have a Production Team established? (you do not have to, but if so, we would like to know) If a workshop, list those who will be instructing:

Director: _____

Producer: _____

Choreographer: _____

Vocal Director: _____

Musical Director: _____

Set Designer: _____

Costume Designer: _____

Props: _____

Assistants of any kind: _____

If a Production, are all members of your proposed production team willing to accept are usual and customary stipends: _____

If No, what exceptions and what requests? _____

If a fundraiser, what members of your production team are anticipating some type of monetary payment and how much? _____

If a fundraiser, what percent of profits will DYPAC be receiving? _____
If a Workshop, what stipend will be needed and how many individuals will be receiving? _____

How many weeks prior to the production do you plan to audition? _____

How many weeks prior to the production do you plan to begin rehearsing? _____

How many nights a week do you plan to rehearse? _____

Do you plan to rehearse on Saturdays? _____
If so, morning, afternoon or night? _____

Do you plan to rehearse on Sundays? _____
If so, afternoon or evening? _____

What type of attendance policy do you plan to establish? _____

Do you plan to have open or closed auditions? _____

If closed, why? _____

If closed, will you allow a frightened child to have parent in the room? _____

How do you plan to handle scheduling conflicts? _____

What type of paper program are you envisioning? _____

Will you encourage cast to sell ads? _____

Does the production include any swear words or foul language? _____

What are they and how often? _____

Can they be removed? _____

Does the production include any scenes or concepts inappropriate for young children or family viewing? _____ When and what? _____

Can these be altered or removed? _____

Do you have any problems cooperating with any of the DYPAC guidelines or policies? If yes, what? _____

Will you be able to strike the set within one day of close of show? _____

Do you realize that DYPAC does not have a cleaning crew, janitorial staff, or other hired help. When you are in the Trenton Village Theatre it must be treated as your home and you are responsible for cleaning, trash, reporting problems, etc. Is this a problem? _____

What good do you feel will come from this production of fundraiser?
Do you feel the community will benefit and why? _____

Is there anything we need to know about this proposal that we have not asked? _____

If a Director new to us, please include a resume or vitae including your age, relevant experience, prior or current jobs, degrees, and experience with children and/or the arts.

Please attach any music proposals, set design, pertinent facts, and a projected budget.

Basic Budget:

Cost of Production Team (estimate):

Cost of Rights:

Cost of Scripts:

Cost of Music:

Cost of Costumes:

Cost of Sets:

Cost of Props:

Cost of Special Effects:

Cost of Venue:

Cost of Special Needs:

Total of Costs _____

(no need to include t-shirts, flowers, 50/50, as these cover themselves)

Probable number cast _____

Probable number of shows _____

Probable number to attend _____

Cost proposed for

Tickets: Adult _____ Senior/Student _____