



SUPPORTING INFORMATION



EASTER 2012 APPLICATIONS

If you have any questions about an application, want any advice, or simply want to discuss the beginnings of an idea you can email applications@adctheatre.com, the Cambridge University Amateur Dramatic Club (CUADC), applications@cuadc.org, or the Fletcher Players Committee, mbdu2@cam.ac.uk, call 01223 359657, or simply pop into the ADC Theatre.

We encourage applications from anyone, regardless of previous experience or involvement.

Joint Application Form

You can apply for a performance slot at the ADC Theatre and/or the Corpus Playroom on the same form, as well as applying for funding from the CUADC or the Fletcher Players. This allows you to specify a range of preferences across both performance weeks and the venue you'd like your show to be at. All applications are administered by the ADC Theatre.

Venues

ADC THEATRE

The ADC Theatre is owned by the Cambridge University Amateur Dramatic Club, who are the resident company. Since 1973, the Theatre has been run by the University of Cambridge. The Auditorium has a capacity of 228, and usually hosts two shows a night during University Term, at 7:45pm and 11:00pm. The Larkum Studio (capacity 40) and Bar (capacity 50) are also occasionally used for performances.

CORPUS PLAYROOM

The Corpus Playroom is a unique, L-shaped studio theatre which seats an audience of 80. Owned by Corpus Christi College, the Playroom is also managed by the University, through the ADC Theatre. The resident company is the Fletcher Players, the Corpus Christi Drama Society.

ALTERNATIVE VENUES

You can also use this form to apply for funding from the CUADC and Fletcher Players to put on productions at venues other than the Theatre or Playroom, although you will likely need to apply directly to the venue for a slot as well.

Funding

Funding for your production can come from a number of different sources. If you have already arranged funding then simply indicate this on the form. Otherwise you can apply to the resident companies for funding (see below), or apply without funding; performance slots may still be given, even if funding has not yet been arranged.

Resident Companies

The resident companies are vital to activities at the ADC Theatre and Corpus Playroom. As well as funding and supporting their own productions they have an important role in programming the whole Season.

CAMBRIDGE UNIVERSITY AMATEUR DRAMATIC CLUB (CUADC)

The CUADC is the resident company at the ADC Theatre, with guaranteed performance slots. Being selected as a Clubshow means your production will be supported along every step of the journey by the Club Committee, as well as receiving funding and a slot.

By far the most important factor in selection for CUADC shows is the potential artistic success of a production. For more information about applying to the Club, contact the Club President, Nick Gebbett, at applications@cuadc.org.

FLETCHER PLAYERS

The Fletcher Players are the resident company at the Corpus Playroom, also with guaranteed performance slots. The Committee is very friendly and approachable, and as well as their involvement with the Playroom they produce plays across Cambridge.

If you have any questions about putting on a show with the Fletcher Players, please contact the President, Max Upton, at mbdu2@cam.ac.uk.

Application Process & Guidance

Once you have submitted an application it is considered by ADC Theatre staff, the CUADC and the Fletcher Players, and you will likely be invited to interview between Saturday 18th and Monday 20th February inclusive. The final programme will go to the ADC Theatre Executive Committee for approval on Wednesday 22nd February; you should know the result of your application by the end of Thursday 23rd February.

APPLICATION ADVICE

Remember that the selection panel will be reading a considerable number of applications, and you need to make yours stand out. The interview is an opportunity to discuss your application and for you to ask any questions you may have. You can explain in person why you want to stage your production, and present your ideas in more detail. The interview is intended to be a friendly and interesting discussion of your proposals rather than an interrogation! Please feel free to bring additional materials such as drawings or models to interview.

KEY POINTS

- We have no artistic preconceptions about any given term's programme;
- We require that anyone using our venues treat them with a sense of respect and professionalism, and we look for evidence of that attitude in your application;
- All productions must observe the law with regards to standards of taste, decency and libel;
- We normally stage two shows a week and your application should bear in mind that your production should fit into the time constraints of the slot you are applying for;
 - ADC Theatre Mainshow: 2.5 hours maximum
 - ADC Theatre Lateshow: 1.5 hours maximum
 - Corpus Playroom Shows: 1 hour 45 minutes maximum
- Shows which are simple (i.e. have low technical complexity and are adaptable so that they could work on stage when there is already some set) are much easier to fit into late show or one-off slots.

We try to make the applications process as simple as possible. Feedback on your application can be provided on request, and all applicants are welcome to provide feedback on the application process so we can continue to improve it.

What happens next?

SEASON PUBLICITY

Due to the tight deadlines for our Season publicity we require material for the Brochure as part of your application.

CONTRACT

If successful you will be issued a contract for the production that states the dates and times of performances, and the financial arrangements for the hire of the venue. The ticket prices for every performance are also included on the contract.

The contract covers everything that you are required to do as part of the production process, including meetings with Theatre staff, and deadlines that you have to meet.

HIRING COSTS

Venues are hired on a box office split. For each show, the Theatre takes 37% of the gross box office, or a minimum hire charge, whichever is the greater, plus VAT at the prevailing rate. Further to this a commission of 9% plus VAT is charged on all tickets sold in advance and a commission of 5% plus VAT is charged on all tickets sold on the door by the ADC Box Office. In effect this means that the hirer usually receives around 50% of the gross box office.

UNSUCCESSFUL APPLICATION

Even if you are unsuccessful in getting a performance slot, you may still be able to stage your show somewhere. There are many other drama societies who provide funding and venues around Cambridge and you should not feel discouraged from applying to any of them with the same application. You can find more information on the CUADC website.