



**T H E A T R E**

Deadline: 6pm, Mon 31<sup>st</sup> May 2010

**APPLICATION TO HIRE THE ADC THEATRE  
Spring/Summer 2011 – Non-Student Groups**

**Applicant's Details**

Name: .....

Address: .....  
 .....  
 .....

Postcode: .....

Telephone: ..... Mobile tel: .....

E-mail address .....

**Production Details (Please include as many details as possible)**

Proposed Production .....

Author .....

Producing Company .....

Director .....

Telephone ..... E-mail .....

Producer .....

Telephone ..... E-mail .....

Technical Director .....

Set Designer .....

Lighting Designer .....

Sound Designer .....

Stage Manager .....

Publicity Manager .....

Choreographer (if applicable) .....

Musical Director (if applicable) .....

## Performance Details

Please mark your preferences for performance weeks below:

Tuesday 29<sup>th</sup> March – Saturday 2<sup>nd</sup> April 2011 \_\_\_\_\_

Tuesday 5<sup>th</sup> March – Saturday 9<sup>th</sup> April 2011 \_\_\_\_\_

Tuesday 26<sup>th</sup> – Saturday 30<sup>th</sup> April 2011 \_\_\_\_\_

Tuesday 24<sup>th</sup> – Sat 28<sup>th</sup> May 2011 \_\_\_\_\_

Tuesday 31<sup>st</sup> May – Saturday 4<sup>th</sup> June 2011 \_\_\_\_\_

Tuesday 7<sup>th</sup> – Saturday 11<sup>th</sup> June 2011 \_\_\_\_\_

Tuesday 5<sup>th</sup> – Saturday 9<sup>th</sup> July 2011 \_\_\_\_\_

Tuesday 12<sup>th</sup> – Saturday 16<sup>th</sup> July 2011 \_\_\_\_\_

Tuesday 19<sup>th</sup> – Saturday 23<sup>rd</sup> July 2011 \_\_\_\_\_

Performance slot applied for      MAINSHOW   LATENIGHT

Proposed performance time ..... Running time.....

Number of main performances ..... Matinees .....

Is there an important reason for the dates given? Any other info? Matinee times?

.....  
 .....

Experience (especially Director & Producer)

Name	Show	Type of Experience
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

## Finance / Insurance

Do you have funding for the production? YES / NO

If yes, from where (name funding body if applicable)? .....

Does the producing company hold Public Liability Insurance? YES / NO

*Insurance can be arranged at cost through the Theatre's insurers if necessary.*

Does the production involve performances by children under 16? YES / NO

*Children and Young Persons Acts 1933 and 1963 Children (Performance) Regulations 1968 (as amended) may require the performance to be licensed. This is the responsibility of the producing company.*

## Artistic and Technical Presentation

*Why have you chosen this show? What particular elements interest you? What effect are you trying to achieve and how? Why do you feel that the ADC Theatre is a suitable venue for your production (e.g. artistic & technical requirements, audience type, stage size etc.), and what does it have to offer the Theatre's programme?*

## Synopsis

*Applications without a short (150 words) synopsis can not be considered.*

*Please could you also tell us on the application if any part of the performance may be considered controversial, and if so how you intend to deal with this in your production.*

## Publicity Strategy

*Please provide us with approximately 150 words which could be used to promote your show in our season brochure. You should consider the audience you wish to attract; it should be brief, to-the-point and enticing. For examples look in our current brochure or visit [www.adctheatre.com](http://www.adctheatre.com). Please also outline your ideas of how you will market the production. In addition we will require a 'graphic' (i.e. a drawing or photo) to use in the brochure but this does not necessarily have to be provided at the application stage.*

**Signature** ..... **Date** .....

*Please attach any further information that you think is relevant to your application, making sure you have included the following:*

- *Show Synopsis*
- *Artistic and Technical Presentation*
- *Publicity Strategy*
- *150 word blurb*
- *A copy of the script (if applicable)*