

# Bellingham Theatre Guild Play Proposal Worksheet

This PDF worksheet is editable, and your information can be saved as you prepare your proposal. You must copy and paste this information into the online submission form to make an official proposal. After submitting the official proposal, follow the procedure for submitting scripts or supporting materials. If mailing scripts and materials, send to:

Bellingham Theatre Guild  
Attn: Play Submission Committee  
PO Box 636  
Bellingham WA 98227-0636

All submissions are due by December 1. All scripts and supporting materials are due by December 3, 2017. (Contact Sean Walbeck [Play Selection Chair] at 360-647-9242 or [sean@gigglewax.com](mailto:sean@gigglewax.com) if you have any questions about anything on this form.)

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Your Name (as it should appear in publicity) \_\_\_\_\_

Your Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Please indicate the appropriate slot(s) for your proposal.

Review 2018-2019 Calendar dates

OPENER

HOLIDAY

SMALL/BOAT REP

MEDIUM

CLOSER

PLAY TITLE \_\_\_\_\_

Authors/Lyricists/Composers (as credited on script)

\_\_\_\_\_

Publisher \_\_\_\_\_

Link to play page on publisher's website: \_\_\_\_\_

Genre(s) of this play: \_\_\_\_\_

Brief synopsis of the play (to be used as publicity blurb):

\_\_\_\_\_

Your Concept for the Production (mood, setting, tone, approach, production design, etc.)

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Describe the Set:

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Describe the Costumes:

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Describe the Lighting and Sound:

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Describe any extraordinary elements of this production (props, special effects, unique demands, etc.)

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Describe the target audience (all ages, adult, PG-13, etc.) \_\_\_\_\_

What Content Warnings are Necessary for this Play? (Adult language, adult situations, loud noises/gunshots, strobos, etc.) \_\_\_\_\_

CAST

No. of WOMEN \_\_\_\_\_ AGE RANGE: \_\_\_\_\_ Special skills needed? \_\_\_\_\_

No. of MEN \_\_\_\_\_ AGE RANGE: \_\_\_\_\_ Special skills needed? \_\_\_\_\_

No. of PRETEEN CHILDREN: \_\_\_\_\_ Special skills needed? \_\_\_\_\_

No. of TEENS: \_\_\_\_\_ Special skills needed? \_\_\_\_\_

CHORUS?    YES    NO

AUDITION STATEMENT FOR PUBLICITY (special needs, accents, required talents, preparation needed, clothing/shoes, etc.)

\_\_\_\_\_

Your Production Staff (list any confirmed names for your production team)

Co-Director \_\_\_\_\_

Assistant Director \_\_\_\_\_

Choreographer \_\_\_\_\_

Musical Director \_\_\_\_\_

Set Designer \_\_\_\_\_

Costumer \_\_\_\_\_

Light Designer \_\_\_\_\_

Sound Designer \_\_\_\_\_

Props Master \_\_\_\_\_

Stage Manager \_\_\_\_\_

Asst. Stage Manager \_\_\_\_\_

Light Operator \_\_\_\_\_

Sound Operator \_\_\_\_\_

Makeup \_\_\_\_\_

Hair \_\_\_\_\_

Other Staff Not Listed \_\_\_\_\_

#### BUDGET

The BTG Board sets the budgets for shows. Straight plays tend to run \$3-6K; Musicals \$7-\$10K. Please list any unusual costs you think your show may require.

Do you know the following costs?

Royalties: \$ \_\_\_\_\_ Scores: \$ \_\_\_\_\_ Rentals: \$ \_\_\_\_\_ Scripts: \$ \_\_\_\_\_

### **SUBMITTING SCRIPTS**

The Play Selection Committee needs to read the official Acting Edition of the production you are proposing. No photocopies, digital copies, or different versions of the same play will be accepted.

Check the most appropriate box:

I (or an associate) will deliver two (2) Acting Editions of my proposed play, either through the mail or to Sean Walbeck, in person, at the Bellingham Theatre Guild at 7:00-9:00 pm on December 3, 2017, during the auditions of "My Three Angels." At the end of the review process, my scripts will be returned to me.

The play I am proposing is available only through perusal at the Publisher's website. I will confirm with Sean Walbeck which precise edition of this play I am proposing, so the Play Selection Committee can procure the correct script.

I do not understand the above two options. I will ask Sean Walbeck for more information.

### **SUBMITTING SUPPORTING MATERIALS**

The Play Selection Committee LOVES getting extra information about submitted plays, whether it's recordings of the music, reviews, design concepts, lists of awards or honors, and whatever you think is appropriate and necessary. The best way to get those materials to us is either by mail or by delivering them on December 3, 2017.

Please add any additional information about your submission or about yourself (resume, bio, headshot, etc.)