

Beaver Dam Area Community Theatre Children's Show Selection

Thank you for your interest in directing with the Beaver Dam Area Community Theatre! If you have any questions, do not hesitate to contact managing director David Saniter at info@bdact.org or (920) 885-6891.

Things needed

1. Please complete this application to the best of your ability before the next production committee meeting.
2. Include a synopsis of the production
3. Let the managing director know if you need a perusal script.
4. If proposing a musical, bring a copy of the music to listen to at the meeting.
5. Bring photos from other productions or sources that may inspire your show.
 - Set photos
 - Costume photos
 - Prop photos

Things to remember

1. This is your chance to sell the show. The better prepared you are gives the production committee a good understanding of how well you will be prepared to direct a show.
2. There are many criteria the production committee looks at in picking productions. If your show is not picked this year, it may be a perfect fit for next year. Please try again.
3. If you are new to directing or new to directing at BDACT, you may be asked to have an assistant director. Every community theatre has different resources and different processes. Veteran members of BDACT assisting you can help immensely.
4. If you have no prior directing experience or production experience with BDACT, consider working as a stage manager or assisting other directors first. Directing is not an easy position to learn "on the job." Also, the more familiar you are at BDACT, the easier it will be for you to attract a production crew and pool of actors at auditions. Knowledge of BDACT's resources and processes will help you create a successful production.
5. Children are the future of our theater. They must have an enjoyable and positive experience while learning how to perform.
6. Communication and consistency with parents is vital for a successful children's production. Frequent scheduling changes or not finishing rehearsals on time is disrespectful to the time of the students and their parents.

Tell-A-Tale Children's Theatre Proposal Form

Production: _____ **Director:** _____

Address: _____ **Email:** _____

Phone # _____ **Producer:** _____

Show Dates: _____

Rights Holder _____

Please Attach a Brief Synopsis of the show

Cast: **Boys**_____ **Girls**_____ **Ensemble**_____

Please list your past directing experience. Please include the name of the show, where it was performed and what year.

If you have not directed before, please list other production experience you may have such as assistant directing, stage managing, producing, etc... Please include show name, position and year.

Please list any theatrical education you may have.

Set: Describe if the set is a one set show or has multiple scenes. How many scene changes? Is anything about the set challenging or expensive to build?

Costumes: In what period is the show set? Can the costumes be created or do they need to be rented? How many costume changes are needed?

Props: Give an estimate of how many props are involved with the show. Can they be found in theater storage or donated locally? Are any props challenging or expensive to find or create?

Special needs: Are there any other production challenges that you foresee? How do you plan to overcome those challenges?

Budget Items	Target Budget	Submitted
Royalties	\$850	
Publicity	\$50	
Sales Tax	\$300	
Set	\$100	
Honoraria	\$1,200	
Costumes	\$300	
Sound/Lights	\$50	
Props	\$75	
Makeup/Hair	\$50	
Social	\$75	
Photography	\$50	
In House Printing Color \$.20 B&W \$.05	\$350	
Miscellaneous	\$50	
Credit Card Fees	\$200	
TOTAL	\$3,700	

Tickets sold needed to break-even plus \$1,000 net profit _____ (leave blank for Board of Directors)

The goal of every production is for revenue to double show expenses. _____

REGARDING EARLY RECRUITMENT OF SHOW STAFF-PLEASE NOTE THE FOLLOWING.

It is the director's responsibility to gather his/her production help. If you need assistance finding some of the key production people, the volunteer coordinator has lists of potential volunteers. Children's productions have smaller budgets and productions only need 2-4 paid staff. Recruit parents or older students as much as possible to help with various aspects of the show. Job positions may involve work not normally included for other productions. Tell-A-Tale children's theater is a team effort.

Director: _____ (\$400 + 6% of profit)

Producer/Assistant Director: _____ (\$300)

Vocal Director: _____ (\$250)

Choreographer: _____ (\$250)

Stage Manager/Assistant Director: _____

Lead Costume Designer: _____

Set Designer: _____

Lead Set Builder: _____

Props leader: _____

Hair & Make up: _____

Lights: _____

Sound: _____

Publicity Assistant: _____

House Manager: _____

Ticket Sales at Door: _____

Concessions: _____

Other: _____

The managing director, production & volunteer coordinator, and production committee are there to assist you with your show when possible. If you need help in any area, please do not hesitate to ask.