



Proposal for an Incoming Production

Introduction

Thank you for your enquiry about bringing a show to Park Theatre. Please read this document thoroughly before completing the relevant sections.

Kindly note that we are unable to produce, co-produce or offer box office splits. We can only consider proposals with a producer attached, working on the hire model detailed in this document. Please be aware that we are usually booked up at least nine months ahead in both spaces.

We programme a mixture of new writing and classics, plays and musicals. Our priority is drama with a strong narrative drive and emotional content. We also pay attention to how productions will sit within the intimacy of our theatres.

We aim to maintain a good gender balance on stage and strive to represent diversity, encouraging BAME casting. We tend to favour productions with smaller casts so that budgets can be spent on looking after them properly.

Submission Process

1. Read this document fully.
2. Complete the relevant sections.
3. Complete the Budget Form.
4. Email both, along with the script and any supporting documents to:
melli.marie@parktheatre.co.uk
5. Receive an initial email to acknowledge receipt within 1 week
6. Receive a full reply within 4 to 12 weeks, saying one of:
 - a) the production has been *shortlisted* (not a guarantee of being in the season)
 - b) the proposal is not one we are able to take forward
 - c) the script could benefit from development
7. [In the case of 'a' or 'c'] Meet with the team here to discuss things further.

From time to time we may announce an application deadline in order to be able to make a consideration in time for a *particular* season. However we do constantly review proposals throughout the year.

Hiring Park200

Cost

£28,750 plus VAT (5 week hire)

The rate above includes Press Representation through our preferred partner, Target Live. Marketing Support is also included - details can be found in *Marketing Support for Producers*. Producers must strictly adhere to all Park Theatre's branding guidelines, and the theatre will approve all digital and print material.

We operate a contra-free rental system, the only additional costs that may be incurred would be specific requests upon the venue by the producer, outside of the inclusions in the rental.

Auditorium Config. & Capacity

Standard Thrust, 199 seats

Thrust Deeper Stage, 189 seats

In-The-Round, 230+ seats

Stage Size

6m deep x 7m wide

7m deep x 7m wide

5m deep x 7m wide

Ticket Prices

Band A	Fri/Sat Eves	£29.50
Band A	All Other Times	£26.50
Band B	Fri/Sat Eves	£25
Band B	All Other Times	£20
Concessions	Fri/Sat Eves	£22
Concessions	All Other Times	£18.50
Previews/N London Discount		£18.50

There are 86 seats in Band A and 113 in Band B.

You can also set up special discount codes / promotions to be redeemed online, in liaison with our Sales & Marketing Manager.

Park Theatre takes £0.75 plus VAT per ticket and 3.75% plus VAT for credit, debit and charge card transactions.

Performance Schedule

Tuesday to Saturday 7.30pm

Thursday & Saturday matinees 3pm

Subject to availability our rehearsal space can be hired at a discount of £425 plus VAT per week (Monday to Friday from 10am 'til 6pm plus Saturday afternoon) to companies bringing us a show.

Our Café Bar supplies all food and alcohol on the premises, offering a 15% discount to visiting companies and coordinating your press night arrangements.

Hiring Park90

Cost

£10,800 plus VAT (4 week hire)

The rate above includes Press Representation through our preferred partner, Target Live. Marketing Support is also included - details can be found in *Marketing Support for Producers*. Producers must strictly adhere to all the Park Theatre's branding guidelines, and the theatre will approve all digital and print material.

We operate a contra-free rental system, the only additional costs that may be incurred would be specific requests upon the venue by the producer, outside of the inclusions in the rental.

Auditorium Config. & Capacity

L Shaped, 92 seats

In The Round, 94 seats

Traverse, 76 seats

Thrust 1, 87 seats

Thrust 2, 82 seats

In The Round, 102 seats

Stage Size [approx.]

5m x 4.6m

5.6 x 4.3m

8.3 x 3.9m

4.6m x 5.4m

6.7m x 4.3m

5.6 x 3.4m

Ticket Prices

Full Price

£18

Concessions

£15

Previews

£12.50

You can also set up special discount codes / promotions to be redeemed online, in liaison with our Sales & Marketing Manager.

Park Theatre takes £0.75 plus VAT per ticket and 3.75% plus VAT for credit, debit and charge card transactions.

Performance Schedule

Tuesday to Saturday 7.45pm

Thursday & Saturday matinees 3.15pm

Subject to availability our rehearsal space can be hired at a discount of £425 plus VAT per week (Monday to Friday from 10am 'til 6pm plus Saturday afternoon) to companies bringing us a show.

Our Café Bar supplies all food and alcohol on the premises, offering a 15% discount to visiting companies and coordinating your press night arrangements.

Company Information

Producer/Theatre Company

Contact Name:

Telephone Number

E-Mail

Registered Address

Correspondence Address

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Company Registration Number

Charity Number

Insurance Certificate Numbers

Please note you will expected to have Public Liability & Employer's
Liability insurance in place should your proposal go to contract.

Show Information

Title of Show

Author

Brief Synopsis

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Proposed Venue Park200 / Park90

Desired Configuration

Potential Date Range(s)

How flexible are you within these dates

Estimated Running Time

Interval Yes / No

Number in the Cast

Diversity Ratio (White/BAME)

Gender Ratio (Female/Male)

Cast Attached (if known)

Creatives Attached (if known)

Concept for the Production (including any design concepts at this stage)

Special Tech Requirements

Access Requirements

Education Offering

Access Offering

Financial Information

Please tick one of the following -

- I have funding in place
- I'm in the process of gaining funding
- I have no funding in place

I understand that Park Theatre operates an Open Book Policy, whereby non-equity paying productions are required to maintain an open book of accounts for all members of the production team (cast and creatives) to view at any time. The reason we have implemented this policy is to ensure that the producers of low paying and/or profit sharing productions do not take unfair advantage of generated profits.

Please remember, proposals cannot be considered without a Budget Form and Script along with this completed Proposal Form.

Sign/type name to indicate you have read the above.....