

Rosewood Repertory

Show Proposal Packet

All proposed productions must be approved by the Rosewood Repertory Board of Directors. Please complete this form in full before submitting. Incomplete proposals will not be considered.

1. Show Information

- Title of Show: _____
- Author(s): _____
- Lyricist(s): _____
- Composer(s): _____
- Synopsis (one paragraph): _____
- Mature Content Warning? ☐ Yes ☐ No If yes, explain: _____
- Intended Cast Demographic: ☐ Children ☐ Adults ☐ Both

2. Budget Estimate

Rights & Licensing	_____
Set Design/Construction	_____
Props	_____
Paint/Scenic Supplies	_____
Costumes	_____
Printing (programs, posters, tickets)	_____
Music/Orchestration Materials (extra scripts, rentals, scores)	_____
Other Materials	_____
Estimated Total Production Costs	_____

3. Cast & Fees

- Proposed Cast Fee per Performer: \$_____
- Total Anticipated Cast Fees Collected: \$_____

4. Fundraising Plan

Directors must propose at least five fundraising activities to support their production.

1. _____
2. _____
3. _____
4. _____
5. _____

- List potential donors/sponsors: _____

5. Production Team

- Director: _____
- Assistant Director: _____
- Choreographer: _____
- Music Director: _____
- Stage Manager: _____
- Technical Director #1: _____
- Technical Director #2: _____

6. Timeline & Scheduling

- Length of Rehearsal Process (weeks): _____
- Estimated Rehearsal Start Date: _____
- Performance Dates Requested: _____

7. Ticketing & Revenue

- Proposed Ticket Price(s): \$ _____
- Anticipated Audience Size per Performance: _____
- Projected Ticket Revenue: \$ _____

8. Final Cost Summary

Total Estimated Production Cost	_____
Total Anticipated Fundraising & Sponsorships	_____
Total Anticipated Cast Fees	_____
Total Anticipated Ticket Revenue	_____
Projected Net Balance (Profit/Loss)	_____

9. Article VIII: Director Responsibilities for Show Rights

In the event that Rosewood Repertory purchases the rights to a show based on a director's proposal, and the director is subsequently unable to fulfill their duties or must back out for any reason after the rights have been purchased, the following conditions will apply:

- **Replacement Director:** The director who is unable to continue with the show shall be responsible for finding an equally qualified replacement director. The new director must be approved by the Board of Directors and must demonstrate the ability to uphold the vision and responsibilities outlined in the original proposal.
- **Refund of Rights Costs:** If the director is unable to find a suitable replacement, or if they choose not to proceed with the production, the director shall be required to refund the company the full cost of the purchased rights for the show.
- **Approval of Refund Terms:** In situations where a refund is necessary, the terms of repayment will be determined and approved by the Board of Directors. The Board will assess the circumstances and may allow for full or partial repayment depending on the situation.
- **Making a Profit:** The company must be able to show that the production was successful and make a profit. If a

show does not make more than \$500 profit, the director of the show must pay the \$500 back to the company and/or be placed on a probation period no less than one (1) year.

The Board of Directors will decide the outcome based on the severity of the situation.

Director Signature: _____

Date: _____