



Director Submission Form

For Riverwalk's 31st Season beginning in July, 2019 and ending in June, 2020

You must complete one form for EACH of your proposals. You may download this form as a Microsoft Word document and enter information electronically, if handwriting please print clearly.

Section 1 – Basic Information

Indicate the theater this proposal is for:

MAIN STAGE _____ BLACK BOX _____ EITHER STAGE _____

Director: _____

Title of Play: _____

Genre (Indicate what applies):

Drama _____ Comedy _____ Musical _____ Family _____ Children _____

Number of Characters:

Female:

Male:

Ensemble/Chorus:

Brief synopsis of play:

Section 2 – Director Details

Name:

Address:

City, State, Zip:

Phone:

Email:

Are you a member of CCP at Riverwalk Theatre? ___Yes ___No

Please attach a resume of your theatre experience.

Section 3 – Proposal Information

(Remember to include a copy of the script with your proposal, contact Mike in the office if you don't know how to get one)

Title:

Playwright:

Publisher:

Cost per performance:

How is this production suited for the stage you have selected?

Does this production have potential for collaboration with other community organizations? If so, please explain your ideas:

What awards (if any) has the play won?

Section 4 – Budget

Please use this worksheet to outline projected costs for your production.

*(You do not need to include performance rights and royalties [*exception Black Box Musical], program or flyer printing costs in your budget)*

Maximum productions budgets are:

Main stage musical: \$5,500

Main stage play: \$ 800

Main stage children’s musical: \$1,700

Main stage children’s play: \$800

Black box musical: \$600*

Black box play: \$150

In the event that you feel your production would exceed the predetermined budget, please give an explanation for the board to consider when discussing your proposal.

Your estimated budget:

● Musicians** \$

See Musician Fee Schedule on next page to determine this cost

● Set \$

● Properties \$

● Lighting \$

● Sound \$

● Costumes \$

Reminder: RWT productions have use of the costume shop free of charge

● Other \$ Please explain:

● TOTAL \$

Section 5 – Production Planning and Submission

(attach additional pages if more space is needed)

Musical submissions only: Do you have a music director already committed to your show?

Yes _____ No _____

If yes, their name:

Any unusual, technical or performance treatment for your production that may require additional rehearsal space/time, dressing room space, set storage space or other accommodations?

Yes _____ No _____ If yes, please explain:

Is there anything else we should know that would be helpful in planning for your proposed production?

Indicate *dates* you are NOT available to direct:

(Please be specific. “Spring” means different things to different people.)

***Remember to include the following:

Script Résumé of directing experience Additional budget information (if necessary)

Submit your proposals no later than August 31, 2018

Email: rwt@riverwalktheatre.com

Drop off at the box office: 228 Museum Dr. Lansing MI 48933

Mail to: P.O. Box 12249, Lansing, MI 48901

You will be contacted by the selection committee to arrange for a brief interview concerning your proposal. Interviews will be at the end of September

Signature: _____ Date Submitted: _____

By typing your name in this field you are acknowledging this form as signed.