



The Applying Director

The Committee of the Ellerslie Theatrical Society wish to thank you for your expression of interest and application to direct a play at Stables Theatre. This application form is required because we find that the more information provided by both the Society and the intending Director, the smoother the process of selecting plays and the subsequent production of them becomes.

Some of the Society's fundamental requirements in selecting and producing plays are as follows:

1. We request that you nominate a particular play that you wish to direct for the society. A second play may also be nominated as an alternative.
2. Directors will not be selected to direct plays over two consecutive years unless special circumstances exist.
3. Pre-casting is not acceptable to the society. Auditions are to be held for all productions. Particular actors may, of course, be encouraged to attend auditions but no prior undertaking is to be entered into without the Committee's approval.
4. The Director may not act in his / her own production.
5. The Director must provide a copy of the script; know who holds the rights and what the cost of the rights is. For this the agent will need to know that there will be ten performances to a house with a seating capacity of 100. (For example, some playwrights require that reading copies are purchased or hired and some also require the purchase of rehearsal copies)
6. The Director is to advise if the play contains offensive language, adult content or violence as this will need to be highlighted in advertising.
7. The Committee reserves the right to approve final cast selection.

Please complete the attached form and return it to the above address.

Yours sincerely

Paul Gapper
President

Whilst the society has experienced support people available such as Personal Assistants, Designers, Stage Manager, crew etc, some Directors prefer to work with specific individuals. If you have specific people who you wish to work with, particularly if you have already approached them, please list them below. The Committee will consider your request in conjunction with the programming:

Suggested Position	Suggested Appointee	Approached Yes / No	Contact Phone / Email
Production Manager			
Personal Assistant			
Stage Manager			
Set Designer			
Lighting Designer / Operator			
Sound Designer / Operator			
Properties			
Costume Designer			
Crew			
Other Support People			

The Society has specific duties assigned to these appointments and this must be discussed with the Committee before finalising appointments.

Please outline Cast related matters:

Total Cast : _____ Male _____ Female _____

Are accents / Languages required? _____

Do you consider a voice coach is required and for what specific purpose? _____

Are there any special casting requirements? _____

Please outline any Set / Staging related matters :

Outline of your ideas for set design : _____

How many scene changes are there? _____

How many intervals are there? _____

Any other Set / staging matters. _____

Sound / Lighting / Technical matters :

Please outline any special requests, particularly special equipment required : _____

Do you have any thoughts or requests regarding Budget? _____

Do you have any requests regarding Marketing, flyer design and promotional material?

Please provide your contact details:

Telephone: Home: _____ Work: _____

Fax: _____ Cell phone: _____

Email (Preferred Contact method): _____

Thank you for your application. You will be contacted by a member of the committee on receipt of your application.