

# RADIO SHOW PRODUCTION GUIDELINES

## I. Financial Guidelines

- A) Ticket prices will be \$5.00.

## II. The creation and choice of a Radio Show.

- A) The Radio Show will be chosen on the following criteria and others deemed necessary.

- 1) The reasonable ability to produce the play with NO budget.
- 2) The script content / theme.

- B) A Radio Show may be submitted by any SCP member in good standing as long as one of these two stipulations are met:

- 1) Either the director or producer must have directed or produced for SCP in the past.
- 2) The producer must be a member of the SCP Board during the production.

- C) The remainder of the crew, if any, is up to the discretion of the director/producer.

- D) The Radio Show may either be pre-cast or cast through auditions. If pre-cast, this must be included in original announcement. If auditions are to be held, the director or producer will be in charge of organizing and holding auditions.

- E) All set, set pieces, paint, construction equipment and hardware, sound and all other production essentials will be taken from current SCP stock. NO prop, costume, set piece, platform or flat may be destroyed, reconfigured, taken apart or otherwise altered without WRITTEN permission from the SCP Board. Exceptions are: lumber can be cut and built onto platforms/flats (plats) (so long as they can be removed); platforms and flats may be painted (so long as they may be unattached with no damage to them during strike).

- F) The Radio Show production/program should be a minimum of 45 minutes in length and should not exceed 150 minutes in length.

### III. Scheduling

- A) If appropriate submissions are received, at least one Radio Show will be produced in a calendar year. Additional productions will be considered, subject to the availability of the current production or facility schedule.
- B) Radio Shows will be held for **one weekend only** and consist of a minimum of one performance and a maximum of three performances.

### IV. General Guidelines

- A) All Radio Show submissions also fall under the Alternative Projects and Performances Guidelines. Please read them carefully.

# RADIO SHOW PRODUCTION SUBMISSION FORM

This form is to be filled out completely to be considered.

Contact Name \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Are you a Current (paid) member of SCP? \_\_\_\_\_ YES \_\_\_\_\_ NO

\*\* Please note: All Production team and cast members must become SCP members.

Production Title (ONE ONLY PER APPLICATION) **Please include a copy of the script(s) or printed materials, if using.**

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Author \_\_\_\_\_ Publisher \_\_\_\_\_

Director \_\_\_\_\_

Producer \_\_\_\_\_

Royalties \_\_\_\_\_

Production Dates

# of productions

1<sup>st</sup> Choice \_\_\_\_\_

2<sup>nd</sup> Choice \_\_\_\_\_

\*\*Please remember the availability of the theatre for an event will be subject to the season performance dates. These dates should be available from the play reading chair by July 1 of the prior year, pending receipt of licensing contract agreements.

Casting (circle one):                      Auditions                      Pre-cast

Pre-Cast Actors' Names and Ages (if under age 18) \_\_\_\_\_

\_\_\_\_\_

Venue \_\_\_\_\_

If you plan to use SCP space for production dates only, skip to the Set Needs.

Additional dates SCP space is needed for the following:

Auditions \_\_\_\_\_

Rehearsals \_\_\_\_\_

Set Needs \_\_\_\_\_

Prop Needs \_\_\_\_\_

Costume Needs \_\_\_\_\_

Lighting Needs \_\_\_\_\_

Amplification Sound Needs \_\_\_\_\_

Foley Needs \_\_\_\_\_

Rehearsal Plan \_\_\_\_\_

\_\_\_\_\_

I have read and understand the guidelines for SCP Alternative Projects and Performances AND the Radio Show.

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**SIGNATURE**

**DATE**