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ALLING ALL DIRECTORS

SHOW PROPOSALS FOR THE 2018  
SEASON ARE DUE BY AUGUST 1, 2017

*Attached is a sample budget sheet with  
recommended dollar amounts  
to help you out with the budgeting section*

Each proposal should include:

2 COPIES OF THE SCRIPT (IF POSSIBLE)

SHOW PROPOSAL SHEET (ALSO AVAILABLE ON OUR  
WEBSITE)

SCRIPTS WILL BE REVIEWED BY THE GATEWAY BOARD  
AND A DECISION ON THE UPCOMING SEASON MADE AT  
OUR SEPTEMBER BOARD MEETING

## Gateway Players Theatre, Inc. Production Budget Proposal

Suggested amounts are listed below

**Income:**

	<u>Budget</u>		<u>Actual</u>
Tickets*	3900		
House Income**	100+		
Telegrams***	If applicable		
Online Sales	n/a		
Grants received****	If applicable		
Shirt Income*****			
Other:_____	\$ -		
Other:_____	\$ -		
<b>Total Income:</b>		<b>\$ -</b>	

**Expense:**

Scripts	Varies by Publishing Co.		
Royalties	Varies by Publishing Co.		
Set	200		
Costumes	100		
Props	75		
Make-up	25		
Photography*	50		
Printing**	175		
Producer's Expense***	100		
House Expense**	100		
Orchestra	If applicable		
Shirt Expense*****			
Cast Party****	100		
School Rental	If applicable		
Other:_____	\$ -		
<b>Total Expenses:</b>		<b>\$ -</b>	
<b>Profit from Production:</b>		<b>\$ -</b>	

\* Budgeted Ticket Income= # of performances x # of seats/performance x average ticket price  
Estimate 5 shows x 60 seats x \$13 (for shows in the barn)  
3 shows x 250 seats x \$14 (for musicals)

\*\* House Income and Expense – the cost of buying intermission snacks, usually the donations received by the audiences at intermission more than covers this expense.

\*\*\* Telegrams sell for \$1.00 a piece and the sale of telegrams is the Director and Producers choice. Mostly used for kids shows, but don't feel this limits your choice.

\*\*\*\* Grants received – typically these funds are awarded for 1 or 2 shows per year and come from the Cultural Council in each town. If interested in more information speak with Barbara Day

\*\*\*\*\* Shirt Income and Expense – show t-shirts are sold to the cast with the price based on the quote from the printing company. A set-up charge is usually involved.

\* Photography costs are for head shots and cast photos

\*\* Printing costs are for programs and possibly show posters or post cards

\*\*\* Producers expenses is a miscellaneous line item for costs outside of any other line item

\*\*\*\* Cast party expenses are budgeted at \$100 but usually come out of House income