



PRODUCTION NAME	Name				
Genre	Comedy	Drama	Musical	Other	
Cast	Adults	Teens	Children	Mix	
Performing Rights ¹	MTI	SF	DPS	RH	Other
Cost of Rights (USD)	Scripts/Music	\$	Performance	\$	\$
Other expenses					

Team ²	Name	E-mail address
Director ³		
Producer ⁴		
Choreographer		
Musical Director		
Stage Manager ⁵		

Requested Dates	Month(s) of Choice – should reflect CDS standard scheduling		
Auditions ⁶	1st	2nd	3rd
Rehearsals ⁷	1st	2nd	3rd
Performances ⁸	1st	2nd	3rd

Additional Info	Notes		
Staging	Box set	Constructed set	Props only
Musical	Live music	Backing track	Acapella
Other			

PROPOSER		
Name		
PO Box		
Cell / E-mail	Cell	Email
Date / Signature	Date	Sign

Thank you for your application. This will be reviewed by the Production committee and you will be asked to attend a meeting at which specifics including staffing, budget, casting and operational aspects will be reviewed. The team will be notified as soon as possible if the production is then approved, and the Production committee will assign production and rehearsal dates.



NOTES TO THE APPLICATION

If accepted, the production becomes and must be identified as “A Cayman Drama Society Production”. A production will only be accepted if it meets specific conditions including rights, expertise, market, mission and budget. Also, any history of the proposed team and its members in successfully staging productions and meeting CDS procedures for their management will be taken into consideration.

NOTES:

- 1 MTI: Musical Theatre International; SF: Samuel French; DPS: Dramatists Play Service; RH: Rogers and Hammerstein; Other: Indicate name
- 2 Team members without prior experience or CDS certification will be required to undergo training and to work with a CDS-appointed advisor. Productions committee reserves the right to enforce changes to the team where it is in the best interest of CDS.
- 3 Director is solely responsible for the artistic persona of the production. Choreographer and Musical Director work under the Director whose artistic decision is final. Director has no responsibility and may not issue further direction to cast/crew once Tech Rehearsal is complete unless invited to do so by Stage Manager.
- 4 Producer is responsible to CDS for non-theatrical management of the production and takes no part whatsoever in the artistic persona. In particular, the Producer has no responsibility for direction, casting, or artistic cast/crew communication. The Producer is the business manager with responsibilities as defined in the Production manual. The Producer shall report to the Productions chair any business occurrence which might tend to reflect negatively on CDS.
- 5 Stage Manager is responsible to CDS for managing the production commencing with the Dress Rehearsal. SM is also responsible for finding an experienced crew and arranging for any required crew training. SM cannot change the artistic persona of the show and must enforce inherited direction. SM can permit or invite the Director to address the cast if performance issues arise and the SM feels it appropriate. The SM shall report to the Productions chair any cast or crew matter which might tend to reflect negatively on CDS.
- 6 Auditions must be open unless pre-casting has been authorised by Productions Committee – this will not normally be granted unless the production is a fast-track fill-in.
- 7 As a rule of thumb, shows require up to 90 hours for Repertory Theatre and 120 hours for Musical Theatre including tech and dress rehearsals. But the Prospect Playhouse is a shared space. In-theatre rehearsals are limited to 4 weeks before tech for rep and 6 weeks before tech for musicals. Set build for fixed pieces cannot take place earlier than 3 weeks before tech rehearsal. If additional rehearsal time is required then rehearsal space must be sourced outside of the Prospect Playhouse. Spaces used for early rehearsals in the past have included Mary Miller Hall, Cayman Prep (Infant site hall), UCCI hall, and individual homes.