

UNISTA Application #2

Mission Statement:

Please fill out the following completely for consideration by the UNISTA board. If your production does not require all the production personnel listed below, indicate that by filling in "not applicable." If this is the case, indicate on the reverse why the position is unnecessary for the production.

Name:

Production Dates:

Space:

Director:

Stage Manager:

Technical Director:

Scenic Designer:

Lighting Designer:

Costume Designer:

Sound Designer:

Properties Master:

House Manager:

Publicity:

Running Crew:

Cast: (if known)

Please also attach the following:

- 1 .A budget detailing, as much as possible, all planned purchases for the production.
2. A props list.
3. A list of technical requirements (scenery, costumes, lights, sound, etc.)
4. A DETAILED production calendar for all aspects of the show including, but not limited to, weekly production meeting, dates for finalized designs, a design presentation, working days in either shops, light hang, publicity distribution, rehearsals technical rehearsal, dress rehearsals. This information should also include times and locations. For further important dates that should be included on a production calendar, refer to any of the mainstage show production calendars.
5. Also, if the show has been cast, please include a contact sheet for all members of the company and design team.
6. An activity card for EVERYONE in the production (designers, production team, actors, ect) Cards can be filled out by actors at auditions if the show is not pre-cast. Final approval of the second application will not be considered untill all activity cards have been received. No changes in in personnel may occur after the approval of the second application without the consent of the UNISTA board.

JUST TO REITERATE, NO SHOW MAY START REHEARSALS UNTIL FINAL APPROVAL OF THIS SECOND APPLICATION. BEGINNING BEFORE THIS IS GROUNDS FOR PULLING THE PRODUCTION.

If you have any suggestions or questions about our new application process, please feel free to contact any of the UNISTA Board members.

UNISTA Board