Theatrical Intake Submission

**Contact:**

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| --- | --- | --- |
| Director: | Phone: | Have you rented with us before? |
| Click or tap here to enter text. | Click or tap here to enter text. |  [ ]  Yes [ ]  No |
| Costume Contact (if not director): | Phone: | School / Production Company: |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

**Show Information:**

|  |  |
| --- | --- |
| Title of Show & Author: | Era / Style:Click or tap here to enter text. |
| Click or tap here to enter text. |
| Number of Performers: | Double Cast: | Preview Date: | Pick-up Date | Opening Date | Return Date: |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. |
| Notes: Click or tap here to enter text. |

**Cast & Design Level:**

To simplify our estimate/billing process, we price in levels. Using the space provided on the following page choose the level of design and cost per student you would prefer. Should you prefer using excel, please format an excel document as the following page.

This will allow us to generate a ballpark estimate to discuss during the 1st Design Meeting. The design lead for your production will go over deposit amounts necessary to begin the process. We will check in with you about any price changes that may occur during the fitting process with additions, changes, labor, etc. -Thank you, MB.

**Notes:**

Click or tap here to enter text.

**Design Level:**

|  |  |  |
| --- | --- | --- |
| **Level** | **Price includes:** | **Example:** |
| **Level A:**  | **$50** - 1 Partial or Super Basic Costume  | **Partial** - *Shirt, jacket, tie. Performer provides pants.* **Super Basic** - *Orphan, peasant, prison jumpsuit no accessories.)* |
| **Level B:** | **$75** - 1 Base Costume  | **Base** - *full outfit, fitting, all accessories, no shoes.* |
| **Level C:** | **$100** - 1 Base Costume + 1 partial change or 1 Deluxe Costume | **Base + Partial** *- Aladdin street rat + Prince Ali,***Deluxe** - *Jafar whole outfit* |
| **Level D:**Make this person look awesome! | **$150 - $300** Special Design or Deluxe Costume.  | **Special/Deluxe Design or 2 Full Costumes** - *Fancy Pirate $150, Belle Yellow Dress $175, Marie Antoinette $300.* |
| ***Fitting Fee:*** | ***$25*** *- Fee for shared costume fitting, or fee for fitting if costume is cut.* |
| ***Accessories, Shoes, etc…*** | ***$10+*** *- All Levels may add extra pieces or accessories [Coats, Hats, Shoes] for a small additional cost.* |

**Cast & Design Level Worksheet:**

|  |
| --- |
| **Title of Show:** |
| Click or tap here to enter text. |
| **Please list one role & performer per line.** |
| **Role:** | **Performer:** | **Design Level:** | **Office** **Use:** |
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