



**THEATRE AND DANCE  
Application Form  
Kultour 2011 Touring Program**

Offices of Multicultural Arts Victoria,  
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Fitzroy, Victoria 3065,

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Please ensure you read the Kultour 2011 Application Guidelines, including information on Eligibility, Selection Criteria and selection process before completing this application form.

Section 1: NAME AND CONTACT DETAILS	
<b>APPLICANT</b>	
Name of applicant	
Title of Work	
<b>MAIN CONTACT</b>	
Name	
Phone Number	
Mobile number	
Address	
<b>SECONDARY CONTACT</b>	
Name	
Phone Number	
Mobile Number	
Address	
<b>LOCAL KULTOUR COMPANY MEMBER CONTACT AND SIGN OFF</b>	
<p><b>PLEASE NOTE:</b> it is essential that you discuss your application with your local Kultour member prior to submitting it. <b>Your application will be deemed ineligible if your local Company Member does not sign off. Please use the Sign Off Letter template.</b></p> <p>They will be responsible for presenting your application at the selection meeting and for representing you if your application is included in the final touring program. Please see accompanying guidelines for details.</p>	
Name of Local Kultour Company Member	
Date of your meeting or discussion	
Date of Sign off	

Section 2: ABOUT YOUR PROPOSED PROJECT	
Title of Work	
Art Form	
<b>PROJECT DESCRIPTION</b> This description may be used for promotional purposes if the project is included in the Kultour 2011 Touring Program (maximum 300 words)	
<b>HISTORY OF THE PROJECT</b> Please provide a brief history of the project including details of all previous presentations and touring (if applicable) of the work. Please that to be eligible the work must have been premiered in the last three years. (maximum 300 words)	
Are there any critical issues? (e.g. strobe lighting, sensitive content etc)	
<b>OTHER TOURS OR APPLICATIONS</b> Have you applied to any other organisation for touring and/or a presentation of this project for 2009, 2010 or 2011? Please state which organisation, where the performance/s will take place and the dates they have been scheduled for:  Please note that support from other organisations or funding bodies will not affect the success of your application, however it will inform Kultour about how better to support you.  Please add rows as necessary.	
Organisation name	
Dates of presentations	
Location of presentations	
When application result is due	

**Section 3: TOURING PARTY**

**Please list all members of the cast and crew that will be touring, their role in the project and their home states**

Please note: **Kultour’s ability to support the tour is impacted by the size of your touring party.** Any changes to the proposed personnel must be discussed with Kultour, should your application be successful, and may impact on Kultour’s ability to support your tour.

Please add or delete rows as necessary.

Name		Role		Home State	
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**Brief Biography** (100 words max):

Name		Role		Home State	
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**Brief Biography** (100 words max):

Name		Role		Home State	
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**Brief Biography** (100 words max):

Name		Role		Home State	
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**Brief Biography** (100 words max):

**Please provide the same details for any other individuals who make a significant contribution towards the project, and are not part of the Touring Party** (e.g. designers, directors etc)

Please add or delete rows as necessary.

Name		Role		Home State	
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<b>Brief Biography</b> (100 words max):					
<b>Name</b>		<b>Role</b>		<b>Home State</b>	
<b>Brief Biography</b> (100 words max):					
<b>Name</b>		<b>Role</b>		<b>Home State</b>	
<b>Brief Biography</b> (100 words max):					
<b>OTHER PARTICIPANTS</b>					
Does the project include any participants other than those listed in the touring party (e.g. local performers to be sourced in each touring destination)?					
<b>AVAILABILITY 2011</b>					
Please list all dates you are available for touring in 2011					

**Section 4: IMPACT STATEMENT**

Please consider the Selection Criteria in your answers.

**How will the inclusion of your work in the 2011 Kultour Touring Program meet the Kultour Selection Criteria?** (maximum 500 words)

1. Artistic Merit
2. Development of multicultural arts practice
3. Diversity of arts practice/innovation
4. Potential for community engagement and additional public programs ( e.g. workshops, public talks)
5. Audience development: capacity to engage specific cultural group and/or engaging new audiences for multicultural arts
6. Logistics and ability to tour and marketability

**What impact will inclusion in the Kultour Touring Program have on the development of your company and artists?** (maximum 300 words)

**Who are your current and potential target audience?** (maximum 300 words)

**Section 5: COSTS**

**Please note:** any changes to the costs as entered after this application has been processed may significantly impact Kultour’s ability to support the tour.

**PERFORMANCE FEES**

Kultour tours can include one-off performances or seasons of up to a week. Please fill in the performance fees for the season lengths below. Each entry below presumes a single bump-in and bump-out.

1 performance	
2 performances	
3 performances	
4 performances	
5 performances	
6 performances	

**ROYALTIES**

If applicable, royalties should be given as a percentage of box office.

% Royalties per performance and to whom	
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**REHEARSAL COSTS**

Kultour expects the show to be tour ready. Kultour does not fund remount costs but we understand a short rehearsal period may be necessary. Please provide detailed costs for any required rehearsal period.

**Please note:** Kultour’s ability to support the tour is impacted by the cost of your rehearsal period, and any changes to this information after your application has been processed. Please add more rows as needed. You may also include a more detailed budget in support material.

COST AREA	AMOUNT	DETAIL
Artistic Fees		
Technical Fees		
Venue Hire		
Equipment Hire		
<b>TOTAL REHEARSAL COSTS</b>		

**FREIGHT COSTS**

Freight will include all sets, props and equipment which cannot travel within the personal luggage of Touring Party members

**Please note:** a copy of your freight quote must be included in support material

Cost of Freight (sample leg from Sydney to Melbourne)	
Cost of crating and packaging, or please give details of existing crating	
Contact and Company name where quote was obtained	

**Section 6: TECHNICAL REQUIREMENTS**

Please complete the below table regarding the technical specifications and requirements for your application.

Any changes to these technical specifications after this application has been processed may significantly alter Kultour's ability to support the tour.

You may attach further information to this application.

<b>PERFORMANCE TIMING</b>			
Length of Bump-in time			
Is rehearsal time needed after bump-in? How Long?			
Duration of Performance			
Is there an interval? Minimum length required?			
How long are the first and second acts?			
Bump-out time			
<b>VENUE STAFF REQUIRED</b>			
If the following venue staff are required please give the time and number of crew in each case			
<b>BUMP-IN</b>			
Number of lighting crew		Hours required	
Number of sound crew		Hours required	
Number of staging crew		Hours required	
<b>PERFORMANCE</b>			
Number of lighting crew		Hours required	
Number of sound crew		Hours required	
Number of staging crew		Hours required	
<b>BUMP-OUT</b>			
Number of lighting crew		Hours required	
Number of sound crew		Hours required	
Number of staging crew		Hours required	
<b>MINIMUM LIGHTING REQUIREMENTS</b>			
Lighting equipment to be supplied by the venue			
Lighting equipment to travel with the tour			
<b>MINIMUM SOUND REQUIREMENTS</b>			
Sound equipment to be supplied by the venue			
Sound equipment to travel with the tour			
<b>MINIMUM AUDIO VISUAL REQUIREMENTS</b>			
Audiovisual equipment to be supplied by			

the venue	
Audiovisual equipment to travel with the tour	
<b>OTHER EQUIPMENT</b>	
Any other equipment to be supplied by the venue	
Any other equipment to travel with the tour	
<b>SETS AND PROPS</b>	
<b>Please note:</b> you must attach a complete list of props and sets in your support material, including size and weight of all pieces	
Briefly list all PROPS to be used on stage, supplied by the touring party	
Briefly list all SETS to be used on stage, supplied by the touring party	
<b>STAGING REQUIREMENTS</b>	
Minimum stage size	
Minimum stage height	
Other staging needs? (e.g. a sprung floor)	
<b>THEATRE FORMATS</b>	
Is your show suitable for any of the following theatre formats?	
Proscenium arch	
Black box	
Cabaret-style	
Outdoor	
Other, please list	

**Section 7: WORKSHOPS AND ADDITIONAL ACTIVITIES**

Please give details of any workshop or additional activities you are able to offer while on tour. Please add or delete workshop sections as necessary. Kultour encourages works that have additional activities (e.g. workshops) to extend community engagement.

**Please note:** any changes to the details entered after this application has been processed may alter Kultour's ability to support the tour

<b>WORKSHOP 1</b>	
Name of Workshop	
Description of workshop (100 words max)	
Name(s) of workshop facilitator(s)	
Length of workshop	
Maximum number of participants	
Participant target groups	
Workshop fee	
Equipment to be provided by the venue	
Technical assistance to be provided by the venue	
Venue space requirements	
Equipment to be provided by the facilitator(s)	
<b>WORKSHOP 2</b>	
Name of Workshop	
Description of workshop (100 words max)	
Name(s) of workshop facilitator(s)	
Length of workshop	
Maximum number of participants	
Participant target groups	
Workshop fee	
Equipment to be provided by the venue	
Technical assistance to be provided by the venue	
Venue space requirements	
Equipment to be provided by the facilitator(s)	

Section 8: MARKETING INFORMATION	
<b>MARKETING AND PUBLICITY MATERIALS</b>	
Please indicate if you have any of the following materials and give details	
Good quality DVD Footage of performance	
Good quality high resolution images of the performance	
Media Release	
Reviews of performance	
Other, please list	
<b>MEDIA QUOTES</b>	
Include up to three short quotes about the performance including names, publications and dates	
<b>WEBSITE</b>	
Please list any websites associated with the work	

Section 9: SUPPORT MATERIAL		
<p><b>ESSENTIAL SUPPORT MATERIAL</b> Please indicate you have included the following essential support material with your application.</p> <p>Please place an “R” next to items you wish to be returned after the application process.</p>		
ITEM	DETAIL	ELECTRONIC OR HARD COPY
DVD Footage of your performance (maximum 2 DVDs) <b>5 copies of each</b>		
Freight quote sample leg Sydney to Melbourne (if applicable)		
A list of all sets and props with sizes and weights		
Company biography and background		
<p><b>OPTIONAL SUPPORT MATERIAL</b> Please detail any other support material you have included with your application.</p>		
ITEM	DETAIL	ELECTRONIC OR HARD COPY
The Company’s previous touring history – individually or collectively		
Company member biographies		
Media release		
Detailed Rehearsal Budget		
Performance Reviews (maximum of 2)		
Images of performance		
Letters of support, please list (maximum of 2)		
Other (please list)		



## **HOW TO SUBMIT**

**Deadline for applications is Thursday 24 September 2009 at 5pm**

### **Applications may be submitted via post and electronically**

Kultour encourages electronic applications to reduce Kultour's carbon footprint

### **EMAIL (ENTIRE SUBMISSION NO LARGER THAN 5MB):**

#### **Checklist:**

- 1 x completed SIGNED application by the deadline
- Support material
- 1 x electronic version of the Sign Off letter from Company Member.

### **POST**

#### **Checklist**

- 1 x completed SIGNED application by the deadline
- Support material including 5 copies of all DVD/CDs
- 1 x Sign Off letter from Company Member.

Address your applications to:

By email: [applications2011@kultour.com.au](mailto:applications2011@kultour.com.au)

**Subject line:** Application Kultour 2011 Program – (your name)

By Post: Kultour, Offices of Multicultural Arts Victoria,  
PO Box 1402, Collingwood, VIC, 3066

### **FURTHER INFORMATION**

For further information please contact Magdalena Moreno at [ceo@kultour.com.au](mailto:ceo@kultour.com.au) or 03 9417 6777