



# THE NEW WORKS PLAYHOUSE

# WRITER MEMBERSHIP AGREEMENT

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## WRITER MEMBERSHIP AGREEMENT

Thank you for applying to become a member with The New Works Playhouse and congratulations on becoming a member with us!

This is an agreement between **The New Works Playhouse** and the **Writer Member** which sets out what you can expect from being a member with us. It does not form a contract between **The New Works Playhouse** and the **Writer Member**. It may seem like a lot to take in but we have tried to avoid jargon language to make the agreement as clear as possible.

Membership will depend on your successful interview and submission of a full script (or a script which is nearly complete).

**The New Works Playhouse** is committed to working alongside our core ethos which are as follows:

- The performing arts industry should be accessible to all no matter their background, whether it is their ethnicity, gender, sexuality, disability, financial constraints, and /or for any other reasons.
- Accessibility should include artists, writers, performers, and any other individuals within the performing arts industry as well as audience members.
- To ensure accessibility, all of our application processes, audition processes, and interview processes are free of charge. Subsequent successful membership is also free of charge. Tickets for any of our events will be on a pay-what-you-can basis within a range of pricing options. We will support those who are still unable to afford a ticket based on the range of pricing options.
- Transparency is vital to ensure that all of our members feel comfortable participating with us.

Membership with **The New Works Playhouse** does not constitute as employment.

As a member, you can expect the following:

## Table Reads

- Once your script has been successfully accepted by **The New Works Playhouse**, it will go into a table read process before consideration for one of our digital productions. This is an important process all our **Writer Members** must follow to allow you to hear your work read out loud and receive feedback.
- You will be assigned a mentor from our core team to support the process. However, the mentor is not expected to do everything on your behalf.
- Table reads will be an open event where tickets are sold to audience members for access to the table read online.
- At the **Writer Member's** request, we can hold a closed event where audience members will not be present. To support our **Performer Members** in closed table readings, as tickets will not be sold, **a fee of £250 for a cast size of up to a maximum of 5 people** (or the equivalent in your local currency at the exchange rate determined on the payment date prior to the closed table reading) will be charged per closed table reading. If you require a closed table reading that has a cast size of more than 5 people, please let us know to discuss pricing options. A closed table reading will not ask **Performer Members** to attend a session or rehearsal prior to the reading. 50% of the fee for closed table readings will be retained by **The New Works Playhouse** as a reinvestment into the organisation, and 50% of the fee will be shared equally amongst the **Performer Members** and the **mentor** involved.
- A casting notice for the approved script will be sent to our **Performer Members**. A proposed date and time for the table read event will be stated in the email. The date and time will be agreed in advance with the **Writer Member** before sending out the casting notice.
- It is up to the **Performer Member's** discretion whether to sign up for consideration of one or more of the roles available in the casting notice.
- Casting for a table read does not require a separate audition process. This is prioritised based on how many table reads a member has participated in to ensure that as many of our members are as active as possible. Casting preferences may not be considered at this stage.
- **Performer Members** may be allocated a role different to what they initially signed up for.
- Once the cast has been decided, you will receive an email with details of the cast members, the mentor, and any other participants.
- Your name and email address will be shared with other cast members, the mentor, and any other participants.
- For a table read, the time commitment is low and flexible around the cast and your schedule. For an open table read for which tickets are sold, you are expected to facilitate one online meeting and/or soft rehearsal before the table read itself. In this instance, the cast will submit their availability to you and the mentor, and any other required participants to organise this initial session. Participation in this session is highly recommended.
- After a successful table read, you can request an application form to apply for one of our digital productions.
- If we are unable to cast your table read, you will receive an email notifying you.

## Digital Productions

- A script that has successfully conducted a table read may be considered for one of our digital productions.
- To produce a digital production of your script with **The New Works Playhouse**, you will be required to apply separately for consideration. Please ask your mentor for an application form if you wish to apply.
- Digital production casting notices will be sent to the **Performer Members**.
- It is up to the **Performer Member's** discretion whether to sign up for consideration of one or more of the roles available in the casting notice.
- Casting for a digital production will require a short audition with the **Performer Members** who have signed up. This to ensure that the roles are cast appropriately and the writer and/or director are comfortable with the cast.
- Casting appropriately is important to **The New Works Playhouse**. If you are unable to cast appropriately from members who have signed up, we may host open auditions which you and/or the director will be asked to facilitate. Individuals cast through open auditions will not automatically become members with **The New Works Playhouse**.
- Once you have decided on your cast, please submit your results to [casting@thenewworksplayhouse.org](mailto:casting@thenewworksplayhouse.org) so that we can inform our members of the results. Do not email the results out yourself.
- Your name and email address will be shared with the cast members, the mentor, and any other participants.
- You will be expected to participate in online rehearsals to facilitate the process.
- Online rehearsals and filming schedules are completely flexible around your, and the cast's availability. There will be a timeline with a deadline for filming your parts agreed upon by mutual consent between yourself and the digital production team. Once confirmed, you would be expected to commit to the agreed timeline.
- If we are unable to cast your digital production, you will receive an email notifying you.

## Copyright

- **The New Works Playhouse** will never claim copyright for any work you submit to us as a **Writer Member**.
- You are free to submit your work to other organisations as you see fit.
- **The New Works Playhouse** will never impose any restrictions upon any work you submit to us as a **Writer Member**.
- Recordings of table reads and digital productions of your work under your membership may be used by **The New Works Playhouse** for repeated runs, marketing purposes, and for other purposes which would support our organisation.

## Workshops

- Members can propose workshops they would like to facilitate.
- To lead a workshop, you must be qualified to speak or facilitate the topic of the workshop. This does not mean that you are required to have extensive qualifications but that you are representative or have great knowledge and experience (including personal) on the subject matter, and that you are able to provide an informative workshop.

## Transparency

Transparency is a vital part of the ethos at **The New Works Playhouse**. The following points of agreement aims to allow for full transparency between **The New Works Playhouse** and the **Writer Member**.

- Members are not employed by **The New Works Playhouse**.
- You agree that participation in table reads, digital productions, and/or workshops are on a voluntary basis.
- You may be recorded in our table reads, digital productions, and/or workshops, and the recording may be hosted on our website for repeated runs.
- To participate with **The New Works Playhouse**, you will be asked to use equipment that is already available to you to ensure participation abides by our ethos.
- Tickets for any table reads, digital productions, and/or workshops are sold on a pay-what-you-can basis within a range of pricing options. This is to ensure that we are adhering to our ethos of accessibility to all.
- As all of our tickets are on a pay-what-you-can basis, it is highly unlikely that there will be a large financial return on our events.
- We **want** to give back the best we can to all of our members and therefore we implement a profit share system for **Performer Members** for live events (table read and workshops), it's first on-demand run on our website (but not for subsequent on-demand runs - we may have repeated runs to raise funds for **The New Works Playhouse**), and the first on-demand run for our digital productions (but not for subsequent on-demand runs - we may have repeated runs to raise funds for **The New Works Playhouse**).
- As **Writer Members** benefit from the participation of **Performer Members** during a table reading of their script, the profit share system will be only for the **Performer Members**.
- **Writer Members** participating in our digital productions will be eligible for the profit share system as follows:
  - 50% of all funds raised through a digital production of your script is retained by **The New Works Playhouse** to reinvest in the organisation (the investment includes, but not limited to, our website maintenance costs, administration costs, financial support for our core team members, and other costs required to ensure the smooth operation of **The New Works Playhouse**).
  - 50% of all funds (after bank charges, transaction charges, and other charges beyond our control) raised through a digital production of your script is shared equally between all participants (including, but not limited to, the cast, the writer, the director, the mentor assigned from the core team at **The New Works Playhouse**, and any other participants). Once the event closes, you will be emailed a breakdown of how we financially performed and what the expected amount is that you might receive. If you choose to reinvest your portion, please let us know. Please note that we **want** to give back what we can and therefore, you are perfectly entitled to claim your portion.

- Your future career is extremely important to us. As you are not employed by **The New Works Playhouse**, there is no minimum requirement regarding participation in table reads, digital productions, and/or workshops. As a member, you are free to submit future scripts for consideration and your membership is never affected if you choose not to submit anything for extended periods of time. If you do submit a script for a table read and/or digital production, and/or facilitate workshops, you will be expected to fully commit to the time and effort required for such events.
- **The New Works Playhouse** will continuously seek funding to support the organisation. The terms of how the funding will be used will vary depending on the type of funding we are able to receive. Generally, we will seek funding to cover our overheads, support our core team members, and other costs required to ensure the smooth operation of **The New Works Playhouse**.
- If a table read, digital production, and/or workshop is not completed and/or members involved are not committed to what they have signed up for, **The New Works Playhouse** reserves the right to close the project without notice.

## Partnership Programme

Under our **Partnership Programme**, we may occasionally accept contracted work from outside of our organisation which we believe is in line with our core ethos. This will help inject much needed funding into **The New Works Playhouse**. In this instance, funding may be available from contracted work, but such funding and terms will vary. **Writer Members** will receive notices by email for such contracted work with details on the funding and terms, and how this will be distributed to members who are involved. If you agree to those terms, please feel free to sign up for consideration to participate in such projects.

This agreement may be revised in the future. In this instance, the new agreement will be sent to you and this current agreement will be considered void. If you do not sign the new agreement within the timeframe set out, your membership will be automatically revoked.

If you ever want to cancel your membership, you can do so at any time by emailing [contact@thenewworksplayhouse.org](mailto:contact@thenewworksplayhouse.org). If you change your mind after cancelling your membership, you will be asked to reapply through our website. Members who do not follow the terms set out in this agreement and those showing misconduct and/or abusive behaviour may have their membership revoked without notice.