



## SDG Production Requirements and Performance Contract

SDG productions are small-scale and simply designed, allowing us to perform in many different venues. However, for the quality of the performance and the safety of our dancers, we do require the following for a full production. If you have any questions, please inquire. We so appreciate all you do to host us. Thank you!

### Stage

We require a level performance area of at least 20 ft x 20 ft. Our ideal space is 30 ft x 30 ft. We bring our own vinyl dance floors to lay over the performance area.

What's the dimension of your stage or performance area? \_\_\_\_\_ ft (L) X \_\_\_\_\_ ft (W)

Performance areas must be level: irregular flooring can be hazardous to our dancers. Wooden floors are ideal. We ask that the performance area be completely cleared of any equipment, furniture, or decorations before we arrive.

Does your floor have any irregularities (please check all that apply):

carpet  step  stairwells  sound boxes  ridges in paneling  movable pieces

Other (Please describe) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Sound Equipment

We will need the following available in your sound system:

- 1 speaker mic (handheld or headset - wireless is preferred but not required)
- 1 available space on your soundboard for an iPhone to be connected.
- An electrical outlet available near the soundboard for the iPhone.
- A sound person familiar with your system to run the sound during the production.
- If you do not have a sound system available, please let us know.

### Lighting

When possible, we use lighting to help with mood and dramatic effect. We realize that not all our venues are able to provide this, but if you can, please let us know!

Spotlights  Color options  Regular Room lights only

### Stage Exits

Please explain in detail the possible exits from the performance area. Ideally, we need exits on either side of the stage. Please check all that apply:

Front  Left  Right

### Change Room

We ask for a room in the church or venue where we can do quick costume changes during the performance and meet for prayer. The closer this room can be to the performance area, the more ideal it is for us. If you don't have a room, a dedicated area to be curtained off will also work.

- we have a room that is about \_\_\_\_\_ ft away from stage
- we can curtain off an area for you

### Cancellation Policy

We reserve the right to cancel an event up to and including the day of the event due to illness or unsafe driving conditions, or if we determine that the performance area is hazardous for our dancers. Once you have filled out, signed, and submitted this contract, your booking will be officially confirmed. You may cancel a performance at any time; however, in these cases it is sometimes necessary for us to charge a \$100 cancellation fee.

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### Agreement

- Name of sponsoring organization or church: \_\_\_\_\_
- Address: \_\_\_\_\_
- Phone number: \_\_\_\_\_
- Email address: \_\_\_\_\_
- Date of production: \_\_\_\_\_
- Name of production: \_\_\_\_\_

#### We commit to:

1. Meet all technical requirements or clearly communicate with SDG in the event that some cannot be met.
2. Consider meeting SDG's suggested honorarium of \$400 or in the amount of \_\_\_\_\_ to assist in their ministry and program.

Signature of pastor/principal/manager: \_\_\_\_\_

Signature of primary coordinator: \_\_\_\_\_

Please sign and return contract to [dance@sdgloria.ca](mailto:dance@sdgloria.ca).

Donations can be made by e-transfer to [dance@sdgloria.ca](mailto:dance@sdgloria.ca). All cheques should be made out to **Soli Deo Gloria School of Dance and the Arts**.

Alternatively, if you would like to receive a charitable tax receipt, please visit [www.flyingbow.com/donate-to-soli-deo-gloria](http://www.flyingbow.com/donate-to-soli-deo-gloria) and make an online donation.

Thank you for your support. It allows us to carry on the development and mentoring of students in the arts, and enables us to continue future productions!