

PERFORMANCE PROPOSAL

WHO? - Name and contact information of person(s) submitting the proposal

WHAT? - Describe clearly what it is you are proposing

WHERE? - Answer this if you are proposing something for the Oakland held at a different venue; or specify if you need both the 'house' and the 'gallery.'

WHEN? - Please be exact about the dates that you would like to hold your event/performance

WHY? - Describe here why you want to do what you are proposing

**WHAT DO YOU NEED FROM THE OAKLAND TO DO THIS
EVENT/PERFORMANCE?_ (This includes everything you need that is not
budget related; props, stage construction/painting, volunteers, concession
sales, etc.) _____**

**WHAT IS YOUR BUDGET FOR THIS EVENT/PERFORMANCE?
(This is what you expect the Oakland to cover, not your own expenses)**

Costumes	_____
Technical	_____
Music	_____
Lighting	_____
Sound	_____
Rights to show	_____
Other	_____

TOTAL _____

**WHAT IS YOUR ADVERTISING/MARKETING PLAN?
(This should include what you will do/pay for and what you will want the
Oakland to do/pay for including an estimate of cost)**
