

## 31<sup>st</sup> Annual Festival of New Musicals

**Before you start the Online Application for the Festival of New Musicals, you will need to make sure you have all of the following information at your disposal. We are using the website Submittable to handle all of our applications. You will be asked to register for this site when you start your application. There are many benefits to this new system including the ability to start, stop and return to application later.**

**It is important to have all of the information listed below at hand in order to complete the online application. Here are the sections you will need to fill out and what information will be needed in each section:**

*\*Denotes a Required Field*

### **PART I: BASIC INFORMATION**

- Title \*
- Based on
  - If your show is based on another property (novel, movie, etc), please list that here*
  - If your show is based on a property that is not in the public domain, you will need to submit proof that you have clearance from the underlying rights holder after filling out the application*
- Former titles?
  - If your show has gone by other titles, please list them here*
- Writer Credits \*
  - List who wrote the music, book and lyrics. This should be done in the order as agreed upon by the collaborators*
- Name of the Organization or Company endorsing this submission \* *(n/a to alumni)*
- Name of the staff member at the Organization/Company writing the endorsement \*
- Letter of Recommendation from the staff member writing your endorsement
- Is there a commercial producer attached to this musical? \*
- Producer's name, company, phone and e-mail
- Primary Contact for Application\*
  - This person will receive all emails and notifications from NAMT regarding the submission*
- Primary Contact E-mail \*
- Primary Contact Phone \*
- If this musical has been submitted to the NAMT Festival of New Musicals before, please list the year(s) it was previously submitted\*
- How did you hear about the NAMT Festival of New Musicals?\*
- Why are you submitting this show to the Festival?\*

### **PART II: WRITER INFORMATION\***

*For each writer on the show, please have available all of the following:*

- Name
- Book? Music? Lyrics?
- Affiliation (ASCAP, BMI, Neither)
- Address, City, State, Zip
- E-mail Address
- Phone Number
- Agent Name, Agency, E-mail and Phone Number (if applicable)
- 150 word (or less) bio

*You will list each writer's full contact information as listed above in this section. The first writer you list will be the Primary Writer Contact for the application.*

## **PART III: INFORMATION ABOUT YOUR MUSICAL**

*In this section, please answer in regards to the musical as it is now and not in relation to how you would present it at the Festival.*

- What is the genre of this musical? \* (comedy, drama, family, sci-fi, etc?)
- What is the source material for this musical?\* (You will also need to submit the appropriate proof that the rights are cleared by the writers when you submit the rest of your submission package.)
- If your musical contains pre-existing materials, please submit proof that you have clearance from the underlying rights holder to use those materials (You will need to upload a pdf to the application)
- 100 word synopsis of this musical\*
- Number of Acts\* (one, two or three)
- Number of Principal Male Roles\* (must be a whole number)
- Number of Principal Female Roles\* (must be a whole number)
- Preferred Ensemble Size\* (must be a whole number; there is space to include a range below if necessary)
- Other Casting Needs (let us know about any special cast needs, i.e. children, animals, puppets, or any clarifications in casting such as doubling or cast size. 50 words max.)
- Orchestra Size\* (this should be the desired amount for a full production, not for the Festival)
- Orchestra Breakdown\* (list the type of instruments desired/required for a full production)

## **PART IV: YOUR MUSICAL'S HISTORY AND AWARDS**

*The information provided in this section is for use by the NAMT Office only and will not be distributed to the selection committee or use as part of the selection process.*

*Please have dates and locations for all of the following:*

- Past Readings/Workshops/Productions\*
- Upcoming Readings/Workshops/Productions\*
- List any awards, recognitions, prizes or nominations the musical has received\*
- List any awards, recognitions, prizes or nominations any of the writers have received\*

## **PART V: SCRIPT UPLOAD\***

### **SCRIPT \***

The PDF of the script will need to be uploaded to complete the application. Please make sure you follow the guidelines found on our website and in the application regarding the format of the script.\*

### **SCRIPT EXCERPT**

The Festival Screening Subcommittee only reads 20 pages of each submission in the first round of evaluations. This year, we are allowing you to choose the 20 pages you want them to read! Please upload a PDF that complies with all the formatting guidelines that contains your chosen 20 pages. If you choose not to upload an excerpt, the subcommittee will read the first 20 pages of the script. Please include the introductory pages required in the full script at the beginning of your excerpt (i.e. title page, synopsis, etc.). The guidelines for this can be found on our website and in the application.

### **50-WORD SET-UP FOR SCRIPT EXCERPT**

If you are uploading an optional 20 page excerpt, you have the option to include a 50-word description of the action that has led to this moment.

### **DEMO \***

We ask that you upload all demo tracks to Submittable. You will be asked to upload the first 20 tracks individually and also upload a zip file of the entire demo. This is to ensure that we have your tracks in their correct order when evaluating. If you have more than 20 tracks, we will pull the remaining tracks from your zip file.

## **Almost done...**

The final steps will include an optional diversity survey, verification of who is filling out the application and payment information (if paying by credit card).