

## **Bloomsbury Theatre Bids 2023-24**

### **Important Dates**

- » **Bids open – Monday 13 February 2023 (12:00pm)**  
Make sure you talk to your society president about getting support for you bid.
- » **Bids close – Friday 17 March 2023 (12:00pm)**  
Make sure you complete the online bid form and attach a completed cover sheet and draft budget before submitting.
- » **Interviews – Thursday 23 March 2023**  
Interview will be held in person in the Bloomsbury Theatre Building. You will be booked in for a slot to present your bid. This presentation slot will be 10 minutes long and will then be followed by up to 10 minutes of questions from the panel. It is first-come-first-served so please pay attention for emails and calls from the Student Activities Team from **Friday 17 March** onwards.
- » **Panel decisions and offers – Monday 27 March 2023**  
All applicants will be emailed the decisions of the bid panel and any subsequent offers.
- » **Bid offer deadline – Monday 24 April 2023 (5:00pm)**  
Responses to any offer of a theatre allocation for 2023/24 must be received in writing from the producer by **5:00pm** on the above date.
- » **Pre-Production Meetings – Monday 24 April – Monday 22 May 2023**  
All successful bids must have a pre-production meeting with the Bloomsbury Theatre and Students' Union UCL, with a separate meeting with UCL Stage Crew regarding technical requirements, in this period. Production Title, synopsis for production, basic artwork and pricing must be supplied at this meeting.
- » **Producer and Director Training – TBC**  
The Producer and Director must attend this training session.
- » **Term & Conditions Agreement – Friday 9 June 2023**  
This agreement must be signed and submitted by this date, or the allocation will be withdrawn and reallocated.

*Failure to supply any of the above information by the indicated deadline will result in your allocation being withdrawn and reallocated to another production.*