

# LA STAGE ALLIANCE

## MEMBERSHIP APPLICATION & AGREEMENT: FULL ORGANIZATIONAL MEMBERSHIP

### ORGANIZATIONAL INFORMATION:

Name of Organization/Producing Entity: \_\_\_\_\_

Legal Name (if different): \_\_\_\_\_

Office Phone: (\_\_\_\_\_) \_\_\_\_\_ Office Fax: (\_\_\_\_\_) \_\_\_\_\_

Box Office Phone: (\_\_\_\_\_) \_\_\_\_\_ Organization Email: \_\_\_\_\_

Website: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Tax Status: FOR PROFIT NON-PROFIT (Tax ID Number \_\_\_\_\_)

Discipline(s): THEATRE MUSIC DANCE OPERA EDUCATION OTHER \_\_\_\_\_

Annual Budget Size (round to the nearest \$10k): \_\_\_\_\_

Annual Audience Attendance (if a new organization, annual anticipated attendance): \_\_\_\_\_

# of Paid Full-Time Staff: \_\_\_\_\_ # of Paid Part-Time Staff: \_\_\_\_\_

# of Volunteers in Staff Positions: \_\_\_\_\_ # of General Volunteers (ushers, etc.): \_\_\_\_\_

Usual Performance Venue Size (number of seats): \_\_\_\_\_

Does your organization manage its own venue? N Y (Name: \_\_\_\_\_)

If yes, venue physical address: \_\_\_\_\_ Listed on SpaceFinderLA.org? Y N

### STAFF INFORMATION:

**Official Contact for LA STAGE Alliance:** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Board Chair (if a non-profit organization):** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Artistic Director (or contact regarding artistic issues):** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Managing Director (or contact regarding organizational issues):** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Marketing Director (or contact regarding marketing issues):** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Box Office Manager (or contact regarding ticketing issues):** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

### IF AVAILABLE, PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

Mission Statement  
Description of programming

List of company members (if applicable)  
List of Board of Directors with affiliations

## MEMBERSHIP AGREEMENT

Please read, sign, and date the following membership agreement.

**As a Full Organizational Member of LA STAGE Alliance, \_\_\_\_\_**  
**commits to engage with the theatre community in the following ways:**

- We will list all of our productions on onstage.la
- We will place the provided LA STAGE Alliance logo in all programs for our organization's events and on our organization's website
- We will keep our organizational contact information updated with LA STAGE Alliance, and will expect to receive informational and opportunity emails from LA STAGE throughout the year
- In the event of a community-wide LA STAGE Alliance membership meeting (no more than once a year), we will make our best efforts to send a representative from our organization
- Subject to availability, we will provide LA STAGE Alliance with four (4) complimentary tickets to each production we produce, with the understanding that these tickets will only be used for promotional purposes and increased connection with LA STAGE Alliance partner organizations and donors
- Subject to availability, we will be willing to host one theatre community event each year, as arranged ahead of time with LA STAGE Alliance staff
- We will treat all LA STAGE Alliance staff, Ovation voters, patrons, and fellow organizational members with respect, in the spirit of building cohesion and engagement in our community

**As part of our engagement with LA STAGE and the theatre community, we expect to receive the following benefits (additional fees may apply for some programs):**

- The ability to list productions on onstage.la
- The ability to offer discount tickets on onstage.la, and to be included in the weekly discount ticket email, currently sent to over 20,000 opt-in subscribers
- Eligibility to register theatre productions for consideration by the annual Ovation Awards program (subject to additional eligibility qualifications)
- Support on digital social platforms (Facebook, Twitter, etc.) and listing on LAStageAlliance.com
- Access to discounted advertising rates in the LA STAGE Box in the Los Angeles Times
- Representation by LA STAGE Alliance in government advocacy efforts for the entire arts sector
- Invitations to workshops, focus groups, roundtables, and feedback sessions as necessary for the advancement of the performing arts community
- Discounts on events and special offers on services when available

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

POSITION WITHIN ORGANIZATION: \_\_\_\_\_

## MEMBERSHIP DUES

There is a one-time initiation fee of \$100 when an organization first joins LA STAGE, or when they renew after a period of non-membership. In addition to that initial payment, annual Organizational Membership dues are based on a percentage of your annual gross income. Annual dues are 1/10th of 1% (or .001) of the organization's gross annual income from all financial sources (with a minimum of \$300 and a maximum of \$1,800). Dues are re-evaluated annually.

If you are a for-profit organization and do not wish to share your gross annual income to calculate your dues, you may (in that case only) calculate your dues by your usual venue size (Option B).

### STEP 1

**OPTION A** (for non-profits, or for-profits who will release their annual income)

**Calculate dues based on your annual gross income.**

- A1. Gross annual income A1. \_\_\_\_\_
- A2. Multiply A1 by .001 A2. \_\_\_\_\_
- A3. If line A2 is less than \$300, enter \$300 in A3. A3. \_\_\_\_\_  
If line A2 is more than \$1,800, enter \$1,800 in A3. (total annual dues)  
If line A2 is between \$300 and \$1,800, enter that amount in A3.

**OPTION B** (ONLY for for-profits that do not wish to release income figures)

**Calculate dues based on venue size.**

(The total number of aggregate seats under one roof for your organization.)

- |                    |                |                                 |
|--------------------|----------------|---------------------------------|
| 99 seats or fewer: | <b>\$300</b>   | B. _____<br>(total annual dues) |
| 100-249 seats:     | <b>\$800</b>   |                                 |
| 250-499 seats:     | <b>\$1,300</b> |                                 |
| 500 or more seats: | <b>\$1,800</b> |                                 |

### STEP 2

#### INITIATION FEE

Enter \$100 if you are a new organizational member or have let your membership lapse and are renewing after a period of non-membership. Otherwise, enter \$0.

C. \_\_\_\_\_

### STEP 3

**CALCULATE TOTAL PAYMENT:** Add A3 + C **OR** B + C

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**PAYMENT METHOD**                      CREDIT                      CHECK                      CASH                      MONEY ORDER

CREDIT CARD #: \_\_\_\_\_ EXP: \_\_\_\_\_ CVV: \_\_\_\_\_

CARDHOLDER NAME: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

EMAIL FOR RECEIPT: \_\_\_\_\_

**MAIL CHECKS TO LA STAGE ALLIANCE AT 514 S SPRING ST, 4TH FLOOR, LOS ANGELES, CA, 90013.**

AUTHORIZING SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_