

Middlesbrough Little Theatre Ltd

Toft House, The Avenue,

Middlesbrough TS5 6SA Theatre Booking Office 01642 815181 (10am to 5pm) Toft House 01642 817576 (6 to 11pm)

Membership application – send no money now

I am 18 or over and wish to apply for membership of Middlesbrough Little Theatre Ltd, and agree to abide by the rules of the Company and the Club. (A copy of the Club rules is available behind the bar.) I have read and agree to the extracts from the Memorandum and Articles of Association printed overleaf.

Signed:

Membership applicants need a Proposer and a Seconder who are current members of the Company. One of these must be a committee member of the Club or Executive Committee.

Proposer

Seconder

PERSONAL DETAILS: (Please print)

Name (Title, First name, Last name.)		
Address		
Postcode	Telephone Number	
Email Address		
Would you like to receive information/newsletters about MLT via email?	YES	NO

Please tick type of membership required:
All classes of membership receive the Newsletter.

A	Full membership of MLT and the Club	£25 per year	
b	Membership of MLT only (excludes use of the bar/Club)	£12.50 per year	
c	Associate membership (no voting rights or use of the bar/Club)	£10 per year	
d	Student membership (age 18-25, in full-time higher education)	£10 per year	
e	Son/daughter of full member, in full-time higher education and aged 18-25*.	Free	

(* Enclose name of son/daughter when paying your own subscription.)

Middlesbrough Little Theatre Limited is a limited company and charity. **Our major objective is the promotion and production of Theatre.** All members are part of the Theatre Company and are encouraged to make some contribution however large or small to our productions. Attached is a sheet of tasks that explains the different areas you could assist with. Please read it and note below the areas you think you could help us with.

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Please return to **Chris Metcalfe** at the address above. **Remember – send no money now.**
EXTRACTS FROM THE MEMORANDUM AND ARTICLES OF ASSOCIATION OF THE
MIDDLESBROUGH LITTLE THEATRE LIMITED.

- 1 The income and property of the Society, whensoever derived shall be applied solely towards the promotion and the objects of the Society set forth in this memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Society.
- 2 The liability of members is limited.
- 3 Every member of the society undertakes to contribute to the assets of the Society in the event of the same being wound up while he/she is a member or within one year after he/she ceases to be a member for payments of the debts and liabilities of the Society contracted before he/she ceases to be a member and of the costs, charges and expenses of winding up and for the adjustment of the rights of contributories amongst themselves, such amount as may be required not exceeding **twelve and a half pence**.
- 4 If upon winding up or dissolution of the Society there remain after the satisfaction of all its debts any property whatsoever the same shall not be paid to or distributed among the members of the Society, but shall be given or transferred to some other society, institution or organisation who have objects similar to the objects of the Society and which is established for charitable purposes only.

Tasks involved in putting on productions, in alphabetical order

Acting	Plays, production dates, parts to be filled and audition details are advertised in the MLT Newsletter, which every member is sent. Experience preferred.
Administration	Helping to send out newsletters and mailings to members.
Asst. Stage Manager (ASM)	Assisting the Stage Manager. Can receive training, and will be asked to run the show from the stage desk when trained and competent.
Choreographing	To choreograph and rehearse actors in any dancing or specialist movement required for a production, in consultation with the director. Experience needed.
Front Of House (FOH)	To welcome theatregoers, check tickets, guide to seats, and be present throughout the performance in case of emergencies. Ensure the theatre is empty at the close. Dress code – smart dark slacks or skirt, white or blue shirt or blouse. Even one evening is appreciated.
Fundraising	To organise or help with fundraising, responsible to the Executive Committee. Wide scope for people with contacts and enthusiasm.
Lighting assistant	Assisting the Lighting Manager and to learn the operation of the lighting equipment.
Lighting design	Have considerable experience in theatre lighting. Able to design, rig and plot lighting schemes in consultation with the director and set designer, suited to the script.
Production Asst.	Personal assistant to the Director for 6 weeks before each show, using theatre knowledge and experience and organising skills.
Programme selling	Be in the theatre foyer for 30 minutes before 'curtain-up' to sell programmes to theatregoers. Dress code as for Front of House. Even one evening is appreciated.
Prompt	Be familiar with the script. Be present at all rehearsals and performances to give prompts where necessary.
Properties (Props) department	Work in a small team to beg or borrow the props needed for rehearsals and shows. Setting and retrieving them from the stage during shows and returning them at the end of the run.
Publicity	Helping to distribute posters in the community.
Set construction	Build the set in a team, according to the designers plan. Members who possess electrical, joinery or plumbing skills/qualifications are very often needed and will be made very welcome.
Set designing	Produce a scale model and/or scale drawings of the set(s) according to the Directors vision for the play. Artistic flair coupled with practicality is needed.
Set dressing	Obtaining furniture, carpets, bric-a-brac etc, according to the design.
Set painting	Paint the set according to design in a team. No previous experience necessary.
Sound operating	To operate a sound system and create sound effects during some rehearsals and all performances. Some experience preferred.
Stage crewing	Shifters to help with the 'get-in' (setting up) and 'get-out' (dismantling of the set) and any set moving during productions, working under the direction of the Stage Manager.
Stage Managing (SM)	Co-ordinating the preparation of the stage pre-show. Work closely with the Director and technical crew to ensure all lighting, sound, practical and stage effects are synchronised. Training stage crew. Supervising the 'get-in' and 'get-out'. Run the show or supervise the ASM to run the show.
Tea-making	Preparing refreshments for the cast and crew during the interval of performances.
Wardrobe Dept.	Helping make, fit, clean, and mend costumes. Assisting actors with costume changes during performances. Interest in historical fashion and sewing skills are useful
Youth theatre helpers	We have a thriving youth section, and any offer of help is welcome. Must have current CRB clearance and/or agree to a CRB check before starting and at regular intervals.

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