



**THE ACTING FACTORY INC.**  
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*Patron: Doreen Warburton OBE*

## **THE ACTING FACTORY INC. MEMBERSHIP GUIDELINES**

### Definitions:

“Member” - any person who has paid a nominal joining fee and whose annual membership fee is currently paid.

1. MEMBERSHIP FEES: Joining fee: \$ 5.00 Annual Membership: \$25.00

**NOTE:** Fees are due for renewal at the turnover of the financial year, so anyone joining 6 months or less prior to June 30th need only pay a half-year annual fee of \$12.50 (plus the joining fee). If a member's fees remain unpaid for more than twelve months their membership is forfeited.

2. Any person wishing to become a member must be nominated by a member. Nomination is merely a formality and can be done by filling in the application form enclosed leaving the spaces for the nomination blank, to be filled in and seconded by a committee member. Send your application form along with your fees to the above address.
3. The Acting Factory is predominantly, but by no means exclusively, for trained theatre practitioners. Membership is open to anyone and everyone. There is no obligation to perform or participate in any creative capacity.
4. Any person wishing to participate as an actor or director in any full production mounted by The Acting Factory must 1) be a member, & 2) have proven training and/or experience. The committee reserves the right to engage the special services of non-members from time to time, but only when the need arises.
5. Casting of productions will be at the discretion of the director and/or the committee. Members will be notified of any auditions and/or open readings with as much notice as practicable.
6. In the event that a cast member or company member of any given production fails to conduct themselves in a professional manner or displays a non-professional attitude, the committee and director reserves the right to re-assign their role or duty.
7. Remuneration for productions will normally be on a share-profit basis of ticket sales. Specific details of conditions and payments will be set out in a contract drawn up for each production.
8. Members are invited and encouraged to bring ideas for future plays and projects to the notice of Committee Members.
9. Members are encouraged to support The Acting Factory by volunteering their assistance with front-of-house duties, stage management, publicity etc, or by offering any other special skills such as directing, special classes, choreography, musical direction, etc. etc.
10. Members are invited and encouraged to attend the Annual General Meetings.
11. At the Annual General Meeting members are entitled to nominate any member for election as a committee member, including themselves with the following prerequisites:
  - 11.1 *A new member of the Acting Factory must wait twelve months before standing for the committee.*
  - 11.2 *Candidates standing for President at the AGM must have held office as an Acting Factory committee member prior to nomination.*
12. Members are entitled to an annual report following the AGM, and any newsletters or bulletins.
13. Members are entitled to concession priced tickets for all Acting Factory productions.



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