

FACT SHEET – WHAT SPONSORS NEED TO KNOW

to present

"Men, Women and Margaret Fuller"

Suitable for Outreach Events – Fundraisers – Worship Services – Special Presentations
Adaptable to Various Presentations

- FACILITY:** Stage/Auditorium/Room, large enough to accommodate the anticipated audience.
- LENGTH:** Short Version: Approximately one hour.
Long Version: Approximately 90 minutes.
- PROPS AND EQUIPMENT:** Laurie James provides costume and all small props.
Sponsoring organization provides:
- 2 tables; 1 card table size to serve as desk, 1 smaller table to represent 19th century wash stand
 - 1 plain, wooden, straight-backed chair.
 - 1 wooden stool, bar-size, no back or arms.
 - Sound system: CD player.
 - Lavalier microphone if audience size exceeds 75, or if acoustics are poor, and/or if audience members have hearing difficulties.
 - A person to read a letter at the end of the drama.
- TECHNICAL HELP:** Sponsoring organization provides experienced technician(s) to run sound cues on CD Player – this person needs to be familiar with the sound system and equipment. Laurie James provides script with marked cues. If theatre or special lights are used, another person is needed to run them.
- TECHNICAL REHEARSAL:** A technical rehearsal of about two hours will be held prior to the performance in the same room of the performance. Sponsoring organization needs to schedule rehearsal time and space, with technical support attending. If special lights are used, technical rehearsal will run longer than two hours. The person reading the letter will need to attend this rehearsal for about 15 minutes.
- LIGHTS:** Can be performed without lights, though with theatrical lights some effects can be achieved.
- DRESSING ROOM:** Room with privacy, with or near bathroom. Good sized mirror. Or Laurie can prepare wherever she stays overnight.
- PUBLICITY:** Laurie James will supply 8x10 pictures, sample news release, sample flyer and sample program, upon request. Sponsoring organization provides publicity.
- FEE:** Call for specific quote. Negotiable according to type of event, audience size, travel. A 25% discount can be offered if more than one venue schedules concurrently and travel expenses are shared. Each venue responsible for travel, housing and food while in their area. Home hospitality acceptable if room with some privacy can be provided. Travel includes round-trip from New York, NY, local ground transportation, car rental when necessary.
- CONTACT:** Pat Hart, Manager, *Men, Women and Margaret Fuller*
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