Oxford University Technical Theatre Society

**Charitable Hires Form**

Oxford University Technical Theatre Society (OUTTS) is committed to supporting charitable dramatic productions within Oxford University. We offer discounted hire rates in order to increase the amount of money your production is able to donate to charity. We consider charitable productions on a case-by-case basis, and therefore require the following information from your production, as well as a copy of your budget.

**Before filling this form, you must have submitted your Rentle order.**

|  |  |
| --- | --- |
| Name of Producer |       |
| Email of Producer |       |
| Contact phone number (optional) |       |
| Name of Show |       |
| Dates of Show  |       |
| Dates of Show in Oxford weeks (e.g. TT23 8th week) if within term time |       |
| Name of Production Company (if applicable) |       |
|  |
| Name of Charity you are intending to support |       |
| Please provide a short summary of the activity the charity carries out:      |
| Name of additional Charity you are intending to support (if more than one) |       |
| Please provide a short summary of the activity the charity carries out:      |
|  |
| Are you a current student? | [ ]  Yes | [ ]  No |
| Are all your proceeds going to the above charity/charities? | [ ]  Yes | [ ]  No |
| Are you receiving pro-rata funding from any bodies? | [ ]  Yes | [ ]  No |
| Have you applied to OUTTS for a charitable discount previously? If yes, please detail below.  | [ ]  Yes | [ ]  No |
| Name of show of previous application (if applicable) |       |
|  |
| Date |       |
| Signature |       |

**Please return this form to the OUTTS President at** **president@outts.org** **at least 7 days before your hire period begins for consideration by the OUTTS Committee.**

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| For OUTTS Committee use only |
| Outcome | [ ]  Full | [ ]  Partial | [ ]  None |
| Discount % if partial and justification |       |