



UNBOUND NEW WRITING COMMISSION TERMS & CONDITIONS

1. COMMISSION OUTLINE

- a) The Unbound New Writing Commission is open to anyone residing in Buckinghamshire. As the project has been devised by Unbound and funded by the Rothschild Foundation as a way of supporting writers within the county, we cannot accept submissions from anyone residing elsewhere at the time of entering. Proof of address will be requested before the winning entry is confirmed.
- b) The aim of the project is to support unsigned and/or first-time writers. Writers should not have had any of their work produced (either professionally or by community companies) within 12 months of the submission deadline. Writers with an agent / management are not eligible for the project, including writers who have won the commission in previous years.
- c) Entrants must be aged 16 or over. There is no upper age limit.
- d) Entrant's personal information / any identifying info must not be included on the script extract, as this will be judged anonymously. Contact information will be included in the submission form. Please do not include pseudonyms in the application and/or script.
- e) We do not accept plays co-authored by more than one author, or any entries created with the use of AI applications such as Chat GPT.
- f) Writers may only submit one entry.
- g) The entrant must exclusively own and control the copyright and all other related rights to the submitted script. No existing characters / intellectual properties may be used or referred to within the work. The play must be an original, unperformed and unproduced piece of work.
- h) The submitted play must be available for production and unattached to any other theatre or company. The play cannot have been submitted to previous competitions / production processes. Any scripts that have been previously optioned, produced or published will be disqualified.
- i) The play must conform to the following parameters:
 - It may only feature 3 actors
 - (Doubling may be used if strictly necessary, but only three actors may be utilised)
 - The play must be no longer than 1 hour in duration
 - (Final scripts will be timed and writers asked to make amendments as required to get the script to the required length)
 - The play must require only basic staging and technical requirements
 - (Scripts should be written to suit a 'black box' stage with no standing set, limited furniture, and modest costume requirements. Scripts should require only

basic lighting and sound cues – this is to facilitate performances occurring in different venues)

- j) Scripts should be formatted according to this downloadable style document: <http://downloads.bbc.co.uk/writersroom/scripts/stage.pdf>
- k) Plays can be in any style / genre, with the exception of musical theatre (owing to the allocated budget and resources).

2. PRIZE

- a) The winning entry will be produced by Unbound Theatre and staged at Queens Park Arts Centre's Limelight Theatre in March 2025 for three performances, followed by one performance at another venue in Buckinghamshire, TBC. The production will be directed by Unbound's Creative Producer, who will work collaboratively with the writer to develop the script before taking on creative responsibilities for the production process.
- b) The writer retains copyright over the completed script. Unbound Theatre / QPAC will not assert any ownership over the script.
- c) Unbound / QPAC will hold exclusive performance rights of the work for twelve months after the initial performances. The work cannot be attached to any other production company (professional or other) at any time from the submission to the end of the 12-month post-production window.
- d) The winning writer will be awarded a contract / commission to complete the script. Fees are as follows:
 - Writer's Fee: £6,110
 - Rehearsal Fee: £66.65 per rehearsal*

**Writers are invited to be as involved as they wish in the rehearsal process, and will be paid for each rehearsal they attend, up to a maximum of 10 rehearsals on weekday evenings or weekends – to be decided by Unbound / QPAC. This fee is inclusive of any travel expenses, as well as the writer's creative input.*

- Writers will also be entitled to two complimentary tickets for each of the four performances.
- Payment is dependent on the writer meeting the deadlines stated below. Failure to do so will result in withdrawal of the commission, which will then be awarded to the writer placed second in the judging process.

3. PROCESS

- a) Writers will submit a plot outline (no more than 500 words) and a script extract (no more than 2,000 words). This will be forwarded to the judging panel. Applications will be processed by a member of QPAC staff who will not be involved in the judging process. Writers' names will not be forwarded to the judging panel. Submission deadline: **Sunday 26 May 2024 at 11.30pm**
- b) An entry consists of a completed Submission Form, a Plot Outline, and a Script Extract. These must be emailed to fohteam@queensparkarts.com as attachments in either a .doc or .pdf

format. Other file formats will not be accepted. Only the submission form should include the writers' name and/or contact information.

- c) The winning writer will be informed on **17 June 2024** and a contract issued for their commission. The final script must be delivered by **16 September 2024**. Unbound's Creative Producer will maintain regular contact to help develop the script. Writers will not be paid for meetings / conferences – these are inclusive of the production fee and are intended as a chance for professional development training for newer / inexperienced writers.
- d) Auditions for the production will be held in **November 2024**. The writer is welcome to attend and offer feedback on the casting process. Attendance is optional, and unpaid.
- e) Rehearsals will begin in **January 2025** Performances will take place between **28-30 March 2024**.
- f) We expect the new writing commission to be competitive and regretfully there is only one script that can be taken forward for production. The judging will be impartial and based on the criteria stated below. For the unsuccessful submissions, we appreciate the judging panel's decision may be disappointing; however, the decision is final and there is no recourse to appeal. Unfortunately, we are not able to offer feedback on unsuccessful submissions.

4. JUDGING CRITERIA

A panel of judges will evaluate scripts against the following criteria:

- Originality of plot
- Depth of characterisation
- Engaging dialogue
- Thematic resonance
- Ability to hold an audience

Unbound's Creative Producer Dario Knight can be contacted via dario@queensparkarts.com to obtain a copy of the submission form, and to answer any questions clarifying the terms and conditions outlined above. Applicants may not ask for any further guidance / advice on the process beyond this.