

**Mermaids Semester 2 Proposal Information**

**2024-2025**

Interested in putting on a show next semester? Proposals are officially open!

We have 7 slots (!) for next semester:

* The Byre Theatre 25th and 26th of February (with a get-in the 24th)
* The Byre Theatre 25th and 26th of March (with a get-in the 24th)
* The St.Age 30th and 31st of March (with a get-in the 29th and get-out the 1st of April)
* The St.Age 21st and 22nd of April (with a get-in the 20th and a get-out the 23rd)
* The Barron at the Byre 9th and 10th of March (with a same-day get-in)
* The Barron at the Byre 14th and 15th of March (with a same-day get-in)
* The Barron at the Byre 28th and 29th of April (with a same-day get-in)

**HOW TO PROPOSE:**

1. You must fill out a proposal form, budget form, risk assessment, and wellbeing and accessibility plan. Please fill out the forms in as much detail as possible! All forms can be found here: <https://www.mermaidstheatre.com/proposals>

2. You must attend Production Coordinator office hours or Executive Office hours. All office hours times and locations may be found on Mermaids social media. If you can’t make office hours, please get in contact with us via email, merprodcoordinator@ast-andrews.ac.uk.

3. To propose a show, we ask that you have at least a director, producer, and either a publicity coordinator or technician. If you are struggling to find team members, we encourage you to make use of the Mermaids Community Facebook Group to find potential team members! You can join here <https://www.facebook.com/groups/875026180409417/>

4. Completed proposals should be emailed to merprodcoordinator@st-andrews.ac.uk by **noon on the 21st of November**.

Proposals meetings will be scheduled for **the 24th of November**.

When putting together your proposal, please be aware that Mermaids are not constitutionally permitted to pass shows based on artistic merit. We absolutely want to hear all your exciting ideas, but our priorities when passing shows are 1. budget feasibility 2. production feasibility 3. quantity/quality of opportunities offered to the St Andrews drama scene. More information on our criteria for passing shows can be found on the proposal form!

If you have any questions or would like to arrange an alternative meeting time if you cannot make office hours, please email Lucy our Productions Coordinator (merprodcoordinator@ast-andrews.ac.uk). Happy proposing!