



**PRODUCTIONS**

*RUBY PRODUCTIONS PTY LTD. 65 The Sanctuary Drive, Leonay 2750*

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## **RUBY PRODUCTIONS PTY LTD 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: \$35.00.

**NOTE:** Fees are due for renewal at the time you join for an entire year. No refund on the membership fee will be given after it has been paid.

2. Ruby Productions is predominantly, but by no means exclusively, for theatre practitioners. Membership is open to anyone and everyone. There is no obligation to perform or participate in any creative capacity. At no time can a non-member attend a rehearsal, perform in a show, be part of show crew or undertake any volunteer activities in relation to a show.
3. Casting of productions will be at the discretion of the director and/or the owner. Members will be notified of any auditions and/or open readings with as much notice as practicable.
4. 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 owners and director reserves the right to re-assign their role or duty. Ruby Productions is a social, drug free area. You will lose your membership if you are caught giving or receiving any social drugs of any kind.
5. 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. This is called a co-op.
6. Members are invited and encouraged to bring ideas for future plays and projects to the notice of the owner.
7. Members are encouraged to support Ruby Productions 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.
8. Everyone must be treated with respect. All team members need to be treated equally no matter how small or large their position is.
9. A NSW Working with Children Check (WWCC) must be completed for any member 18 years or older working with children and must be completed and confirmed by every director where there are children involved before first rehearsal. Directors will include this information in every audition pack.
10. Keeping quiet during rehearsal is a must. It's respectful to the people working in rehearsal. This could also include non-use of mobile phones.