

## DPAC Venue Sponsorship 2018 Guidelines

Damansara Performing Arts Centre (DPAC) is a great venue for productions and events, and it has a range of distinctive and dynamic venues which are easily accessible, from the proscenium Stage Theatre to the experimental hall comprising of the Black Box and two Dance Studios, an interflowing lobby which doubles as a Theatre Foyer and an Art Exhibition Corridor. DPAC serves as a creative space for arts organisations and individual artists, accommodates specific production requirements and also provides special ambience to meetings, workshops and functions.

DPAC supports arts and cultural organizations who participate in creative activities related to performing arts. If you are eligible, DPAC will grant rent-free venues for your performance/s.

Sneak preview of DPAC:

<https://www.youtube.com/watch?v=tYTnM-uTcO8&feature=youtu.be>

### What we provide:

DPAC accepts partnership projects that will provide partial or full venue rental services.

Please take note that stage equipment, e.g. haze machine and smoke machine, wireless microphone and projection system e.g. projector, are chargeable.

### Requirements:

- Applicants must be Malaysian citizens and should assume full administrative responsibility as well as be fully involved in the whole process.
- Productions that are in collaboration with foreign artists are eligible as long as Malaysian artists (namely director, choreographer, music composer, actor, dancer and musician) are involved.
- Type of Productions: Any performing arts productions e.g. dance, theatre, music & musical.
- Content: Any contents except religious issues.
- Productions should be implemented between 1<sup>st</sup> January 2018 and 31<sup>st</sup> May 2018.
- The applicant's organization may submit more than one venue sponsorship application for different or same type of productions to be held in the same fiscal year.

### Deadline:

Applications must be received no later than **15<sup>th</sup> October 2017**.

### To Apply:

- All applications must be received by the deadline listed above.
- Provide a proposal stating:
  - Details of your production (e.g. main cast's biographies & description of the performance with no word limit)
  - Production Schedule
  - Why DPAC is the best venue and partner for your event?
  - How do you plan to recognize DPAC for its sponsorship?
- Complete the formal application form. Incomplete or late submissions will not be considered.
- Additional materials to support your application, if any.
- Please send the completed proposal together with the formal application to [damansara.dpac@gmail.com](mailto:damansara.dpac@gmail.com) and as 'Subject' please state "DPAC Venue Sponsorship 2018". You will be notified of the results by email.
- Please contact us at (+603) 4065 0001, 4065 0002 if you have any enquiries.

### Notification of Results:

31<sup>st</sup> October 2017

### Terms and Conditions:

- The selected applicant for Venue Sponsorship is required to sign a formal sponsorship contract together with a refundable cash deposit of RM1, 000.
- DPAC shall be acknowledged on all promotional materials related to selected events for Venue Sponsorship. DPAC shall provide the logos upon completion of the contract.
- The income from ticket sales shall be entirely yours after the deduction of the ticket handling fee (RM3 per ticket).
- As there may be inherent risks associated with performing arts, you are solely responsible for your own personal injuries, for causing injuries to other persons through your actions and for any other loss or property damage resulting from your actions at the performance.
- In the event of cancellations, other than those caused by force majeure, events beyond the reasonable control of either party or the presenter being refused, the full amount of the rental fee shall be imposed on the presenter.
- The applicant agrees to grant Dcard members a minimum of ten percent (10%) discount ("Discount") on normal ticket prices for the Event.
- A minimum of 50% audience attendance per show shall be fulfilled for selected events. Failure to do so shall result in the forfeit of the refundable cash deposit of RM1, 000.
- Applications shall be evaluated based of the following: production value, arts education, audience's outreach and the support given to emerging artists.
- DPAC reserves the right to change any rules stated above at any time without prior notice.