

Nama Syarikat *Company Name*

No. Rujukan
Reference No.

Cop Syarikat *Company Stamp*

Alamat Syarikat *Company Address*

Nombor Telefon *Telephone Number*

Nombor Faks *Fax Number*

Alamat Email *Email Address*

Tarikh *Date*

Orang yang bertanggungjawab terhadap *Person responsible for the*
cadangan produksi *production proposal*

Nama *Name* _____ No. Tel. *Tel. No.* _____

Tandatangan *Signature*

Kadar Sewa

Rental Rate

Antarabangsa <i>International</i>	*10 peratus daripada Jumlah Jualan Tiket <i>10 percent of the Total Ticket Sales</i>
Tempatan <i>Local</i>	*7 peratus daripada Jumlah Jualan Tiket <i>7 percent of the Total Ticket Sales</i>
	Atau Or *RM15,000.00 per persembahan <i>RM15,000.00 per show</i>
	(bergantung pada mana yang lebih tinggi) <i>(depending on whichever is higher)</i>
Persiapan dan latihan setiap hari <i>Set-up & rehearsal for each day</i>	RM 2,250.00

Elaun lebih masa tidak dikenakan sekiranya kerja-kerja persediaan persembahan dilakukan dalam waktu pejabat (9.00am - 5.00pm).
Namun, penyewa akan dikenakan bayaran untuk kerja-kerja yang dilakukan melebihi waktu pejabat (6.00pm - 12.00am).
*Overtime allowance will not be charged if preparations for the performance are carried out during office hours (9.00am - 5.00pm).
Charges will only be made for labour work performed outside of the office hours (6.00pm - 12.00am).*



Tajuk Produksi 1 Production Title

Jenis Produksi 2 Type of Production

- Drama Play
Muzikal Musical
Tarian / Ballet Dance / Ballet
Dramatari Dance-drama
Konsert (Klasikal/Moden) Concert (Classical/Modern)
Lain-lain (Sila Nyatakan) Others (Please Specify)

Tarikh Produksi Dicapai 3 Proposed Production Dates

Tarikh-tarikh Bump-in Dates: _____

Tarikh-tarikh Persembahan Show Dates: _____

Bersetujukah anda jika Istana Budaya mencadangkan tarikh lain? 4 Would you agree to the dates proposed by Istana Budaya?

- Ya Yes
Tidak No

Kumpulan Karyawan 5 The Production Team
(Sila nyatakan jika termasuk warga asing)
(Please indicate if any member of the team is a foreigner)

Penerbit _____ Producer

Penulis Skrip _____ Scriptwriter

Pengarah _____ Director

Pereka _____ Designer

Koreografer _____ Choreographer

Pengubah _____ Composer

Lain-lain (Sila Nyatakan) _____ Others (please specify)

Artis / Pelakon / Penari / Penyanyi 6 Performing Artist
(Sila nyatakan jika termasuk warga asing - sila lampirkan)
(Please indicate if any foreign artist is involved - please attach)

Biaya Produksi (sila nyatakan pecahan anggaran) 7 Production Budget (please indicate a rough estimation breakdown)

Artis _____ Artist

Binaan Set & Hiasan _____ Set & Decor

Tatacahaya _____ Lighting

Tatabunyi / Muzik _____ Sound Effect

Peralatan _____ Props

Kostum & Tatarias _____ Costume & Accessories

Kelengkapan Publisiti _____ Publicity Materials etc.

Jumlah _____ Totals

Nyatakan Tahap Produksi 8 How Would You Rate The Production

- Sangat Profesional Highly Professional
Separuh Profesional Semi Professional
Amatur Amateurish

Harga tiket dalam Ringgit Malaysia 9 Ticket pricing in Malaysia Ringgit
(Nyatakan harga terendah)
(Indicate the lowest to the highest)

- Terendah - RM Lowest
Tertinggi - RM Highest

Bagaimanakah anda mahu mempersembahkan produksi ini? 10 How do you want to present the production?

Diterbitkan secara keseluruhan oleh syarikat dengan membayar sewa penuh To be solely produced by the company with full rental

Diterbitkan oleh syarikat dengan bayaran secara pembahagian hasil kasar jualan tiket To be produced by the company and rental paid through sharing of gross box-office revenue

Cadangan pembahagian hasil kasar jualan tiket 11 Suggested distribution of gross Box-office revenue

Istana Budaya % % The Company

Penajaan 12 Sponsors

Penaja Utama _____ Main Sponsor

Penaja Bersama _____ Co Sponsor

Apakah kebaikan yang diperolehi oleh pihak Istana Budaya daripada produksi ini? 13 How would Istana Budaya benefit from the production?

Siapakah Penaung Produksi dan/atau Tetamu Kehormat? 14 Who would be the Patron and/or Guest of Honour?

Bolehkah anda mempertimbangkan satu persembahan sebagai persembahan amal? 15 Would you consider giving one performance for charity?

- Ya Yes
Tidak No

LAMPIRAN

Sila lampirkan perkara-perkara berikut:

Profil Syarikat, Pendaftaran SSM, Sijil dari Kementerian Kewangan, Pendaftaran GST, Penyata Bank (3 bulan berturut-turut) 16

Sinopsis / Jalan Cerita / Konsep / Pendekatan (tidak melebihi 100 perkataan) 17 Synopsis / Story-line / Concept/ Treatment (In not more than 100 words)

Sejarah Ringkas Produksi 18 Brief History of the Production

Satu salinan lesen / surat perjanjian / kelulusan yang disah benar dari pihak yang memegang hakcipta karya atau mana-mana pihak ketiga yang terlibat 19 A certified copy of license / agreement or consent secured from the company holding the copyright or any other third party involved

Bahan sokongan: cakera padat, video cakera padat, pita, buku program, keratan akhbar / majalah, skor / notasi muzik, atau skrip lengkap 20 Supporting material: compact discs, video compact discs, tapes, program book, newspaper/magazine reviews, musical scores/notations or, complete script

Surat Sokongan dari Kedutaan / Pejabat Pesuruh Jaya / Kumpulan Teater atau Individu 21 Supporting Letter from Embassy / High Commission Office, Theatre Group or Individual

ATTACHMENT

Please attach the following documents:

Company Profile, SSM Registration, Registration Certificate from the Ministry of Finance, Bank Statement (3 months)

Synopsis / Story-line / Concept/ Treatment (In not more than 100 words)

Brief History of the Production

A certified copy of license / agreement or consent secured from the company holding the copyright or any other third party involved

Supporting material: compact discs, video compact discs, tapes, program book, newspaper/magazine reviews, musical scores/notations or, complete script

Supporting Letter from Embassy / High Commission Office, Theatre Group or Individual

