

Show Budget Instructions

You only need to fill in the sections highlighted in yellow. The other lines have been calculated within the spreadsheet.

Ticket Sales

MTG has prepared a table to help calculate the number of sales based on ticket levels. All you have to do is plug in the number of tickets you think you can sell over the course of the run. For instance, if you think the show will sell 50 tickets per night over six shows, write "300" in the "Projected Number of Tickets Sold" box. The amounts in the table will adjust accordingly.

You are encouraged to guess conservatively on this. It is much better to have a huge profit with unexpected attendance than to expect far more people than we actually have buy tickets.

Royalties & Scripts

Contact the MTG office at 325-1111 or info@monroetheatre.com to obtain a royalty quote.

Set, Props & Costumes

Keep in mind that MTG has a great deal of lumber, furniture, costume pieces and props in stock. Contact the MTG office if you'd like to see what is available before filling out this form.

Publicity

This includes advertising costs, poster and flyer printing, and other means of publicity.

Printing

This is printing of programs and tickets only.

Opening Night Reception

This is a fixed cost that has been filled in for you.

Additional Administrative and Utility Costs

These are fixed costs that have been filled in for you.

Miscellaneous Expenses

Anything you expect to need for the production that does not fall into the categories above.

Sales Tax

This will be calculated for you, OR multiply your total sales by .055.

Your total income, expenses, profit and break-even point will be calculated for you based on the numbers you put in.