MTG Show Budget Instructions

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

Revenue and Expenses – Ideally, estimated expenses should not exceed estimated revenue. We hope to see every production show a profit; this is what supports MTG's Mission and covers our costs of providing the performing arts to our regional community.

Revenue - Ticket Sales

MTG has prepared a table to help calculate ticket sales based on purchase history of previous productions. All you must 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 sell out shows for the run of the production. So many factors can affect the number of tickets sold for a production. Dates, community events, the season, the weather, name recognition of the show or the actors, etc.

Expenses

Royalties & Scripts

Contact the MTG office at 608-325-1111 or info@monroetheatre.com to obtain a royalty quote.

Set, Props & Costumes

Have a general idea of the requirements for the set. 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 and other expenses for promoting the production. We have filled in the estimate that applies to most productions.

Printing

This is the printing of flyers, programs and all other printing related to the production. We have filled in the estimate that applies to most productions.

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.