Application form

Please fill this form in English.

**1. Contact**

|  |  |
| --- | --- |
| **Name, Surname** |  |
| **Address** |  |
| **Email** |  |
| **Phone** |  |
| **City** |  |

**2. Production information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Performance title** |  | | | | |
| **Main artist(s)** |  | | | | |
| **Discipline** (select) | Theatre | Music | Contemporary dance | Visual/conceptual art | Cross-disciplinary |
|  |  |  |  |  |
| **Cities/locations of events** |  | | | | |
| **Venues** |  | | | | |

**3. Concept**

|  |  |
| --- | --- |
| **Concept Summary** *(max 100 words)* |  |
| **Themes explored by the performance** *(max 100 words)* |  |
| **Artistic content**   * *For theatre: Plot outline* * *For music: Concert repertoire* * *For contemporary dance: Description of the performance* * *For visual art and cross-disciplinary proposals: Description of the exhibition and artworks*   *(max 500 words)* |  |
| **Has this performance or any iteration of it been performed to an audience before?** |  |

**3. Human resources**

**Artistic team members**

|  |  |
| --- | --- |
| **Artist** | **Role** |
|  |  |
|  |  |
| *Add rows* |  |

**Team coordinator/manager**

|  |
| --- |
|  |

**3. Performance activities**

|  |  |  |
| --- | --- | --- |
| **Activity** | **Result** | **Due by** |
| **Planning activities** | | |
|  |  |  |
| *Add rows* |  |  |
| **Venue and programming** | | |
|  |  |  |
| *Add rows* |  |  |
| **Production activities** | | |
|  |  |  |
| *Add rows* |  |  |
| **Artistic performances/events** | | |
|  |  |  |
| *Add rows* |  |  |

**3. Budget**

|  |  |  |
| --- | --- | --- |
| **No.** | **Budget line** | **Sum (EUR)** |
| **A** | **Artist and expert fees** | |
| **A1** | *Add rows* |  |
| **B** | **Production materials** | |
| **B1** | *Add rows* |  |
| **C** | **Logistics and transportation** | |
| **C1** | *Add rows* |  |
| **D** | **Equipment rentals** | |
| **D1** | *Add rows* |  |
| **E** | **Venue rentals** | |
| **E1** | *Add rows* |  |
|  | **TOTAL** | **EUR** |

**3. Terms and conditions**

By signing this application form, the applicant acknowledges that

* **Maximum budget per proposal should not exceed: 12.000 EUR**
* The budget should encompass artist fees, logistical and materials costs, equipment rentals, and venue expenses.
* In case a provider for a specific budget line is not available, a similar one should be proposed for approval to the organisers of the Europe Week, but not exceeding the price for the specific item in the budget.
* The financial support provided is not a grant; instead, Europe Week organisers will directly cover performances expenses and member fees as outlined in the proposed budget lines.
* Each performance team member will be engaged through a separate contract issued by the Europe Week organisers.
* Contracted team members will be responsible for managing their own income tax obligations, including the applicable 15% income tax.
* Any expenses involving third parties must be invoiced directly to the Europe Week organisers.
* Kindly note that prepayments cannot be accommodated.
* Proposals that are co-financed are not eligible for selection.
* Budget lines for communication, social media, advertising, and graphic design will not be accepted.
* No equipment can be purchased under the contract.
* All information submitted in the application will be used solely for the purpose of the selection process. If selected, details of the project may be shared as part of the public communication about the event.

**3. Name, date, signature**

|  |  |  |
| --- | --- | --- |
| **Name** | **Date** | **Signature** |