



## TNS Professional Theatre Company Membership Guide

Thank you for purchasing a Theatre Nova Scotia Professional Theatre membership

Our membership year ends on August 31<sup>st</sup>

### **Office Services**

Use the photocopier and printer at the TNS office in Halifax to produce high quality scripts, posters, brochures, programs and more in greyscale or full colour at discounted rates. Call ahead to make sure we are in the office, then bring your documents in PDF format on a USB drive. Bring your own specialized paper, or use ours. We have letter, legal and 11x17" sizes. You can now produce pre-stapled half fold documents automatically. Feel free to use our stapler, three hole punch and paper cutter while you're here at no extra charge.

### **TNS Library**

Now that our library is up and running, we welcome you to come visit. We have over 2500 scripts, books and journals in the TNS library. We also have many more Canadian plays for you to enjoy. Come down to our TNS office to take a look.

### **Receipt of weekly newsletter *OnStage Online* at one email address**

If you would like to receive *OnStage Online* at a different email or you are not receiving it, please email the office at [theatre@theatre.ca](mailto:theatre@theatre.ca).

### **Permission to post events to the TNS Online Events Calendar**

Submit productions, auditions, fundraisers, volunteer opportunities and more to the TNS Online Event Calendar. Productions and Fundraisers are available to be seen by the public in calendar format. Auditions, workshops, volunteer opportunities, job opportunities and calls for submissions will be posted to the website in list form. Please read the Calendar Instructions before posting. They are available on the Event Submissions page of our website.

### **Permission to make announcements on behalf of your company in *OnStage Online***

All approved member events are published in the next edition of *OnStage Online*. It is normally published bi-weekly on Fridays. If you would like your announcement to appear in *OnStage Online* only, and not on the calendar, please email the office.

### **Vote in the AGM and sit on Committees**

You will be notified by email of the TNS Annual General Meeting and your company is allowed one vote and to send one representative to sit on Committees, the Merritt Awards Jury and Board of Directors. Contact TNS office for more details, [theatrens@theatrens.ca](mailto:theatrens@theatrens.ca).

### **Access to Group Insurance, providing your company is eligible**

Please see the Group Insurance page of our website under Programs & Services for coverage and eligibility details.

### **Access to the Credit Card Program**

For more information on the Credit Card Program, please visit our website under Programs & Services. Each company must sign a contract with TNS for the new membership year in order to use the program. To sign up, please contact the office.

### **Access to the Theatre Partnership Program**

Through the Theatre Partnership Program, donations are processed through our office and TNS issues charitable tax receipts to donors. Please visit our website under Programs & Services for more information. Each company must sign a contract with TNS for the new membership year in order to use the program. To sign up, please contact the office.

### **The Robert Merritt Awards**

All Professional Theatre Company Members are eligible for the Robert Merritt Awards. However, the Merritt Awards jury does not automatically see each production by our Professional Theatre Company Members. To submit your production for consideration, fill out the online form here: <http://www.theatrens.ca/robert-merritt-awards/submissions/> You MUST allow a minimum of 6 weeks between submitting your form and the opening of the production you would like juried. Companies may indicate which artist and elements of each production are to be assessed when filling in the online form. Changes may be submitted directly to the office. For more information on the Robert Merritt Awards, visit [www.merrittawards.ca](http://www.merrittawards.ca)

### **The Wes Daniels Design Award**

The Wes Daniels Design Award honors the artistic spirit of the late props builder and set designer Wes Daniels, a long-time employee of Neptune Theatre and a gifted artist. The annual award will provide a matching financial gift of up to \$1,000 annually to a theatre company to subsidize, for a given production, the hiring of an emerging theatre professional who has demonstrated a strong artistic sensibility in the field of theatre design. Applications are due by January 15<sup>th</sup> every year and you can find the application form here: <https://www.theatrens.ca/robert-merritt-awards/awards->

### **Personalized Online Company Profile on the TNS website**

Our member directory is used by the public both within Nova Scotia and abroad.

### **Nominate a volunteer for the Robert Merritt Awards Volunteer of the Year Award**

To nominate a volunteer, follow this link: <http://www.theatrens.ca/programs-services/tns-awards/>

### **Access to ticketing services through TNS**

Please contact the office for more information.

### **Support for member-based initiatives**

TNS is a membership based organization and we rely on you to direct our programming. If there is a resource you would like made available that is not listed here, please contact us. TNS is a resource for member initiatives, so please do not hesitate to contact us. We look forward to serving you throughout this membership year.

Theatre Nova Scotia

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