

arts  
access  
program  
APPLICATION

## THANK YOU...

For your interest in the Aventura Arts & Cultural Center's Arts Access Program, an innovative program created by the Broward Center for the Performing Arts.

In order for your application to be considered, please complete all of the questions and sections. Incomplete applications will be returned for completion.

Events must be scheduled prior to submitting an Arts Access application. If you have not scheduled an event, please call the **General Manager at 305-466-8002**

We encourage you to turn in your application three months prior to your event date.

Interested parties must turn in an Arts Access application or sign a contract three months prior to the event date.

You will be informed if you have been accepted into the Arts Access Program shortly after your application is received.

## ORGANIZATION INFORMATION

Name of Organization

Contact

Address

Phone

Fax:

E-mail

Event Title

Event Date

# ORGANIZATION BACKGROUND

How long has your organization existed?

Please describe the mission/purpose of your organization. Attach copies of media coverage if possible.

Attach your most recent financial statement.

 Statement Attached

Have you produced and/or presented an event in the South Florida area before? If so, briefly describe. Attach any reviews if possible.

# EVENT INFORMATION

Describe in detail the artistic content of your event.

What is the purpose/mission of your event?

Who is your anticipated audience?

Briefly describe your Marketing Plan.

Is your contract signed and deposit submitted?

 Yes  No

If you answered No, please indicate completion date.

Briefly describe your technical requirements (lighting, sound, AV...)

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List your sponsors or partners. Briefly describe them and their commitment/support for the event.

| Sponsor/Partner | Description of Support/Dollar Amount to be Provided |
|-----------------|---|
|                 |   |
|                 |   |
|                 |   |
|                 |   |

If this is a fundraiser, which organization(s) will receive the funds and what is the anticipated net revenue?

| Benefiting Organization | Anticipate Amount to be Donated |
|-------------------------|---------------------------------|
|                         |                                 |
|                         |                                 |
|                         |                                 |
|                         |                                 |

## BUDGET INFORMATION

Please call the **General Manager at 305-466-8002** for assistance in developing a budget for your performance, which should be sent along with your application. The General Manager will help you quantify anticipated income (ticket sales) and anticipated expenses (artist fees, facility rental, equipment rental, box office fees, security, insurance, taxes, etc.).

**THANK YOU...**for taking the time to complete the application.

Your event will be reviewed using the following criteria:

- Does your program meet the Aventura Arts & Cultural Center's programming goals?
- Does your event increase the diversity of activity at the Center either in art form or by demographic variable (age, sex, race, ethnicity, etc...)?
- Is your budget realistic?
- Is your marketing plan sound?
- Will the quality of your event be of a professional level?
- How likely is your event to succeed?
- Do you have producing or presenting experience?
- Does your event have support from others?
- If it is a fund-raiser, how much money will you raise and for whom?

**WHEN FINISHED, PLEASE SEND IT TO:**

*By mail:*  
 Aventura Arts & Cultural Center  
 Arts Access Program  
 3385 NE 188th Street  
 Aventura, FL, 33180

*By e-mail:*  
 info@aventuracenter.org