



ARTISTIC PROGRAMMING INFORMATION PACK



*"It's been a huge success story... we're just very lucky that it's there for
our use."*

Sir Ian McKellen

*"Congratulations must go to the Space for continually providing a
launch pad for new talent."*

Spy in the Stalls

About Us

The Space is managed by registered charity St Paul's Arts Trust. A converted church hall, we are one of London's most unique Off West End venues, providing an atmospheric yet flexible setting. Not a typical 'black box' theatre, we're able to offer end-on, reverse end-on, thrust or in-the-round staging options. We have a Steinway B grand piano, kept underneath the stage when not in use. Our specs include 4 platforms that can be used for raised seating, a PA system, stage lighting, livestreaming kit and a projector. The venue has ground level access to the theatre.

Programming

We programme three seasons each year - Spring (January - April), Summer (May - August) and Autumn/Winter (September - December). We schedule 1, 2 and 3 week runs and shorter and are open to all types of theatre.

We welcome proposals from fresh new companies, seasoned professionals and all stages in-between. We've regularly staged classics, new writing and revivals and past seasons have included puppetry, physical theatre, immersive theatre and musicals.

We like work that is engaging and/or relevant, we like people who are passionate and communicative, and we like ideas that are new and/or interesting. We're supportive, creative, inclusive and courageous and hope to inspire that in others.

Online

During lockdown, we delivered Locked Down, Looking Up, an online programme of plays, readings and workshops, which helped us to build an online audience, increase access and extend our reach both nationally and internationally.

We livestream performances and have offered audience members the option of paying low income, standard, and supporter level ticket prices to access these. We have invested in new livestreaming equipment and can now broadcast at a higher quality. Additionally, livestreamed shows are available on demand for 2 weeks following the show.

Crossrail Place Roof Garden

We manage an outdoor amphitheatre on behalf of Canary Wharf Group. The venue is available from May-September. The Roof Garden is free to use but tickets must be free for audience members.

How We Work & Application Process

Box office splits are offered to those who come through our seasonal application process. We currently operate a 50:50 box office split after a 6% admin fee is deducted (which covers the box office/credit card processing costs).

We accept proposals at any time, you can check the Perform page of the website or email Matthew Jameson (Interim Director) at matthew@space.org.uk to find out the earliest dates available. Applications are made using our proposal form. Please tell us as much as you can about your production - you are encouraged to submit scripts, links to websites/examples of

your work and reviews/ testimonials from other venues/industry members where relevant. Larger files can be sent by WeTransfer.

Our selection panel meets 3 times a year, deadlines are set in advance of these meetings for consideration in the next season.

Shortlisted proposals will be invited for a meeting with the Director of the Space. Once the meetings have been completed, offers of dates will be made to the successful proposals.

For all performances at the Space we provide:-

- A full box office service (online, phone and door sales)
- Entry on our website, season brochure and fortnightly e-newsletters
- Listings entries on a number of websites
- Livestreaming service
- Marketing and Production support

Hire

The Space is available to hire for shorter runs or one-off performances at a cost of £250 + vat per performance. We're also available for daytime rehearsals at £30 per hour + vat.

Arts hires can be programmed all year round. If you are seeking an artistic hire, please email matthew@space.org.uk with details of your production and the dates you are seeking to perform.

Marketing Support

The Space will endeavour to help publicise every event at the venue, the responsibility for publicity is shared with the incoming company. Together, we will plan and execute a detailed marketing campaign.

We will schedule a marketing meeting/discussion with all companies as soon as the season has been confirmed, and are keen to be kept updated throughout their rehearsal process. If you wish to discuss marketing, press or PR plans either once your show has been programmed or in advance of submitting a proposal, please email Matthew Jameson at matthew@space.org.uk.

Our marketing team will:

- Include the production or event on our website.
- We send a season announcement to the press.
- Submit the production or event to the key listing sites.
- Send out regular Newsletters and E-shots.
- Display the company's publicity material in the venue.
- Feature the event in our social networking updates.
- Run special offers and promotional codes.

Season Launch

We start each season with a Season Launch event. Invitations are sent to companies from our previous seasons, our Board, Arts Committee, regular patrons, members, Space Productions alumni, SpaceWorks community theatre members and press contacts. Tickets are also available to the general public and are free.

Companies offered a box office split/run will be expected to present something at our season launch event to market their show. Presentations can be live performance, a trailer, an interview or a speech and should last a maximum of 5 minutes. Rehearsal slots will be allocated on the day of the launch and all pieces should be discussed with the Space in advance.

Box Office Details and Services

We use Spektrix, a fully-integrated box office system, to sell all tickets for events at the Space. Tickets are available to purchase through our website and over the phone. A 6% service charge is deducted from the box office total to cover the costs of running our system.

The phone line is manned from 12pm – 6pm, Monday to Friday.

We aim to have two members of staff on the box office for each show, one of which will always be the designated Duty Manager. As we rely on voluntary staff, we may occasionally only have one staff member working, meaning one of your company may be asked to assist with ushering.

Booking Details:

[www.space.org.uk/020 7515 7799](http://www.space.org.uk/02075157799)

Standard tickets are £16 full price, £12 concessions, £10 Friends of the Space.

Livestream tickets are fixed at £6 (low income), £12 (standard) and £18 (supporter level).

Special offers (eg. Early Bird discounts) and discount codes can be created. We are happy to discuss this with you at a marketing meeting.

We recommend a 7.30pm starting time. Once programmed, we're happy to discuss the option of Saturday matinee/Sunday early evening performances.

Technical Support

We currently have no in-house technician and it is the company's responsibility to find someone to rig, focus and programme as well as operating each performance. The Space is happy to recommend contacts for this. A basic level of support and introduction to the systems will be provided at the get-in. Appointments can be made to visit the venue and discuss technical requirements in advance.

We have a fully operational lighting system and PA, and a full technical specification can be obtained on request.

Venue Visits

We are happy to facilitate a visit to the venue for companies that are considering applying. Please email matthew@space.org.uk in the first instance and we will arrange a viewing.

Testimonials

'The @SpaceArtsCentre #Festen in its intimate traverse production on a tiny budget gives the @AlmeidaTheatre original a run for its money'

- Festen playwright David Eldridge

'I've said this before and I'll say it again, the Space programmes incredibly ambitious and interesting work.' - Theatre Box

'The Space is one of the most exciting fringe venues in London.' – Grumpy Gay Critic

'... a terrific venue ... consistently punches above its weight'
- Londonist

'Thought-provoking fringe theatre ... The Space is a venue with a great deal to offer.' - The Public Reviews

'Upon walking into the Space, you immediately realise this is going to be an altogether different theatrical experience.' -The Docklands

SpaceWorks

We deliver creative workshops and performance opportunities for local residents. This interaction with members of our community has helped to build our local audience.

Friends of the Space

As part of our commitment to providing affordable tickets for local residents, we established Friends of the Space, a scheme which provides different benefits to members.

Membership costs £30 per year and provides £10 tickets to all events at the Space.

The Space Bar

Our bar provides a welcoming space for a pre or post show drink. The bar is open to the public on Monday-Thursday from 5:00-11:00pm, Friday-Saturday from 10:00-midnight, and Sunday from 10:00-10:30pm. It also offers an evening and weekend brunch service.

Our Team

The Space is run on a day-to-day basis by one and a half full-time staff and a part-time support team. We're given valuable support from our board of trustees, arts committee, associate artists and a team of volunteers.

Our team consists of:

Matthew Jameson - Interim Director

matthew@space.org.uk

Bethany Sharp – interim Deputy Director

bethany@space.org.uk

Mike Carter - Literary Manager

mike@space.org.uk

For information about any aspect of the Space, please email matthew@space.org.uk or call 020 7515 7799.

Find Us

The Space

269 Westferry Road
Isle of Dogs
London
E14 3RS

Nearest stations:

Canary Wharf (Jubilee Line/DLR)
Mudchute (DLR)

The Roof Garden

Crossrail Place
Canary Wharf
London
E14 5AR

Nearest stations:

Canary Wharf (Jubilee Line/DLR)

Full directions are available in the Your Visit section of our website -

www.space.org.uk.

**Facebook: /thespace
X (formerly known as Twitter):**

@SpaceArtsCentre

Tiktok/Instagram:

@thespacetheatre

Gallery



The Spitfire Sisters (2019)



David's Play (2022)



Little Women (2022)



Dancing to Disco (2021)



Dots and Dashes (2023)



Dream School (2023)