

Cary Playwrights' Forum Playwright Travel Fund

The purpose of the Playwright Travel Fund is to defray travel and lodging expenses for North Carolina playwrights to attend productions of their work.

Eligibility Criteria

- Playwrights must have attended at least one Cary Playwrights' Forum's monthly playwrights meetings (held on the 3rd Wednesday of each month at the Cary Arts Center at 7:00 pm) in the previous twelve months.
- Playwrights must be residents of North Carolina.
- This form must be submitted in advance of travel dates. (60 days in advance is recommended.)
- After the event, receipts for travel and lodging must be submitted along with ticket stubs from the event and a copy of the program.
- Playwrights may receive a maximum of 75% of total travel and lodging expenses if that level of funding is currently available in the fund.

How to submitting your application

Forms can be mailed by USPS to:

Playwright Travel Fund
Cary Playwrights' Forum
101 Dry Avenue
Cary, NC 27511

or mailed electronically to the current treasurer (our treasurer's name and contact email is on our website). Please put "Playwright Travel Fund" in the subject line.

How to Donate

Donations to the fund can be made by going to the Cary Playwrights' Forum website and clicking on our PayPal button. Please put "Playwright Travel Fund Donation" for "Purpose" so we can allocate this money properly. Donations not specified for the "Playwright Travel Fund Donation" will be put towards our general expenses. Supporters can also send a check to Cary Playwrights' Forum by USPS. Please note on the check that the money should go to the Playwright Travel Fund.

Contact information					
Date:					
Name:					
Addresss:					
City:		State	NC	ZIP	
Phones:					
Home					
Cell					

This fund is intended to assist playwrights for whom travel expenses would be a hardship. Please briefly explain your situation and why you think you are a deserving candidate for this funding:

Production Information					
Title					
Production Company					
Venue Address					
City		State		ZIP	
Website for event					
Production run	Start Date		End Date		

Travel Information					
Lodging Address					
City		State		ZIP	
Travel Dates	Departure Date		Return Date		
Lodging	Travel	Total Cost	Requested Amount	75% of Total	Approved Amount
\$	\$	\$	\$	\$	\$

Please submit copies of your travel and lodging reservations with this form.

Upon return, to receive reimbursement please submit a copy of the **playbill, ticket stubs, and receipts** for travel and lodging.

CPF Office Use only			
Date form received:			
Approval	Approved	Not Approved	Date: _____
If No, why	Not NC resident	No Funds	Other
	Date receipts received: _____	Check issued: amount _____	Date: _____