

New Venture Theatre Membership Rules and Terms and Conditions of Membership

These Rules apply to all new and existing NVT Members. Members are required to comply with these Rules and NVT Policies

As an organisation run by volunteers our aim is that volunteering is a positive and enjoyable experience for all concerned. The expectation is that everyone is treated respectfully. In circumstances where there are concerns, these concerns should be raised in a sensitive and constructive manner. It may be necessary for these concerns to be discussed in a private environment providing an opportunity for both parties to present their point of view and may be helpful to involve an impartial observer, if necessary. Should the issue not be resolved it should be referred to a trustee for their consideration and advice.

The Rules are set out below:

General Behaviour

- Smoking is not permitted on NVT premises other than the designated outdoor areas (*smoking on stage as part of a production is covered separately in the Production Manual*).
- Anti-social, threatening and abusive behaviour, is unacceptable.
- Working under the influence of alcohol, drugs or illegal substances is strictly prohibited.
- The consumption of alcohol backstage and in dressing rooms during dress and runs is strictly prohibited.
- NVT property and the property of other NVT members and visitors is to be respected by all.
- Members should comply with any instructions issued by the Role holders.

Health and Safety

- Members should abide by NVT's Health and Safety Policy and accept responsibility for their own health and safety and that of others including non-members who are visitors to NVT.

Premises Licence

- Members are required to abide by NVT's Premises Licence and should notify the Duty Manager or a Trustee of potential non-compliance by visitors to NVT's premises.

Complimentary Tickets, Drinks, etc

- Members are not allowed to offer complimentary tickets, drinks or discounted places in the acting workshops and classes unless agreed by the committee.

Key Holders

- Keys entrusted to members must not be copied, borrowed or passed to third parties without the permission of the Chairman.
- Lost keys must be reported to the Chairman immediately.

Engaging Suppliers and Claiming Expenses

- Permission to enter into a contract with a third party to supply goods or services to the NVT can only be authorised by the Committee.
- Expenses claims for goods and services purchased on behalf of NVT must have a valid receipt and pre-authorisation from the responsible Trustee.

Streaming of TV

November 2024

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- Streaming TV on any device powered through the NVT mains supply is prohibited.

Ad Hoc Donations

- Offers of donations must be referred to the Fundraiser or Treasurer.
- In exceptional circumstances, where a member has no alternative but to accept a cash donation on NVT's behalf, a dated receipt detailing the amount of the donation and the name of the donor should be provided to the donor. Any Monies received (cash or cheques should be given to the Fundraiser or the Treasurer, at the earliest opportunity and an email sent confirming the amount of the donation and name of the donor to finance@newventure.org.uk.

Volunteers

- Offers to volunteer should be referred to the Volunteer Coordinator.
- Volunteers at NVT are subject to the NVT Membership Rules and must become a member before commencing any volunteer role or activity.
- Volunteers are required to complete relevant training from the Role Holder responsible for that particular area.

The NVT Committee of Managing Trustees reserves the right to revoke the membership of any individual who is in severe breach of these Rules and any other NVT Policy in accordance with the Constitution of the New Venture Theatre.

Please ensure that you have read and understood these terms and conditions of membership before you complete your application to join / renew your membership of NVT. These terms and conditions refer to a number of NVT policies. By completing your application you are also confirming that you have read, understood and will comply with the NVT Mandatory Policies and all additional policies and guidance relevant to your role as a member of NVT.

NVT, a members' organisation, is an unincorporated association set up for charitable purposes and registered with the Charity Commission for England and Wales, registered number 268607. The charitable object of NVT is to educate the public in all aspects of the dramatic and operatic arts and to further the development of public appreciation and taste in said arts. NVT's constitution which is compliant with the Charity Commission's regulations is available [here](#).