



Beneath the Upper Room
Church Performance License Application

- So, your church wants to secure the Performance Rights and order rehearsal materials for Beneath the Upper Room by Kevin M Reese? Here's how:
1. Fill out the application below and mail along with the proper fees to KMR Scripts. You may also send us the information via email, phone, or better yet, use our easy online form (www.beneaththeupperroom.com). With that information and payment, we will send your rehearsal materials and your Performance License. All fees must be paid and your Performance Application received by our office before you will receive any rehearsal materials. Please make extra sure this form is COMPLETELY and CORRECTLY filled out. If we have to contact you for missing information, it will lengthen the processing time of your order.
2. Sorry, we don't accept Purchase Orders or credit cards (unless you use PayPal on our website). You must submit your Final Report, and any additional royalties or fees within 30 days of your final performance. There are no refunds once you have downloaded files or the CDs have left our offices.
3. If requesting CDs instead of download, the usual timetable for applying, paying for, and receiving your rehearsal materials is about two weeks- so please plan accordingly. It is possible to reduce the processing time to just a few days via PayPal and the Internet- see our website for details. There will be additional costs if our staff must rush your order's processing to meet your schedule. Any CDs must be returned to KMR Scripts after use.
4. Be aware that Beneath the Upper Room is fully protected by US/International copyright laws. Any public performances without a current, valid Production License and payment of proper fees and royalty is considered theft and will be vigorously prosecuted. Churches and Non-Profit Organizations are not exempt from copyright laws. Possession of a script, script files, or the Production Packet CD does not assume Performance Rights. Permission to produce the show one year does not imply permission to present it again in the future without proper re-application and payment.
5. All Non-church performances are at our normal royalty rates/fees- contact KMR Scripts for details. We reserve the right to restrict and/or refuse Performance Rights.
6. KMR Scripts is the ONLY legal source/contact for scripts and performance rights to Kevin M Reese's play, Beneath the Upper Room.

Date: Theatre/Church:
Contact Person: Phone:
Address: Email:
Exact Performance Dates: Total Number of Performances:
What date do you need your materials? Do you want RUSH shipping at added cost?*
Name of Performance Facility:
How did you hear of Beneath the Upper Room?:

Fees
DOWNLOAD - Flat Rate Church Performance License Fee - \$50.00 You will be sent a download link to the email address you list above. All download files are password protected and date sensitive. Churches are allowed three (3) performances for this fee option. If you later decide to present more than 3, additional royalty fees will be due at \$35.00 per additional performance.
Physical CD - Flat Rate Church Performance License Fee - \$65.00 You will receive the CD via USPS Priority Mail (unless you request RUSH shipping). You agree to return the CD within 14 days of your final performance. Churches are allowed three (3) performances for this fee option. If you later decide to present more than 3, additional royalty fees will be due at \$35.00 per additional performance.

Souvenir Scripts:
Souvenir Scripts \$5.00 each. Printable actor scripts (PDF) are provided in the Performance Packet but must be destroyed after your production, HOWEVER, you may purchase copies of our published version of the scripts (what we send out as Perusal Scripts). These make nice mementos for your actors. Please be sure to indicate the number of scripts you want in the space provided at left and add that amount to your pre-payment. SAVE: Order 16 autographed souvenir scripts for only \$60.00! Great "break-a-leg" gift!

Extra Royalty Is Presently \$35 per Performance, All Fees Subject to Change until Contracted.
There are no refunds once materials have left our office.

In a hurry? We need a turn-around time of 7 days (from the day we receive your payment/application until the day we ship it out to you) to process your CD order (download is almost immediate). We use First Class or Priority Mail (by the USPS) to ship all materials. If you are in a rush and meet all requirements in Paragraph 1, above, we can process your paid order within 24 hours and ship using an over-night service (to MOST areas) for an additional cost of \$50.00. Of course, all fees are based on US currency and non-US shipping charges are extra. You must be 18 years of age to be issued a valid Production License (contract).

KMR Scripts
PO Box 220
Valley Center, KS 67147-0220
(316) 425-2556
www.beneaththeupperroom.com
www.kmrscripts.com
Email: info@kmrscripts.com