



## **SCRIPT SUBMISSION GUIDELINES**

Welcome to Playwrights' Platform! Our function is to assist Boston-area playwrights in writing plays and getting them produced, and to offer new plays to Boston audiences. If you want Playwrights' Platform to read a play you have written, here's what to do:

1. Come to at least two Playwrights' Platform readings. We have them Sunday evenings from October through April. See the Calendar on our web site for the next reading.

2. Submit your script (and SASE, if you want it returned) using the following format, to:  
Playwrights' Platform  
P.O. Box 267  
State House Post Office  
Boston MA 02133-0267

3. Become a member. We are a volunteer organization, and we must share the producing load.

## SCRIPT FORMAT

1. Page 1: a TITLE PAGE, with your name, address, and telephone number (email if appropriate).
2. Page 2: CAST OF CHARACTERS [ “Maisie, a sixty-year-old photographer”], TIME, PLACE [“Sc.1, Noon, Maisie’s kitchen”].
3. Each scene should start on a new page. Character’s names should be centered over their speeches. Use a clear logical format to separate stage directions from speeches. The exact format is not as important as the clarity of the script. Here is a good example:

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[PAGE HEADER: title] MAISIE TAKES WATERTOWN

*The clock strikes again. MAISIE  
sits down.*

JEROME  
*(Skating past the refrigerator)*

Did you call the plumber yet today?

MAISIE

I can never remember his mother’s name, and I don’t want to seem  
rude.

*EXIT LADY MALADY. BLACK OUT.*

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[PAGE FOOTER: pg no., scene no.] page 45 ACT II, Scene 1

4. Number the pages from beginning to end. Make sure the script is clear and complete, in black ink, with at least one-inch margins all around, and firmly bound with all the text readable.