Professional Payments Schedule

Approved professional performance licenses require two types of payments:

1. Advance Payment: To secure performance rights, a calculated nonrefundable Advance Payment is required. The Advance Payment may be made immediately upon application by credit card or PayPal or within 30 days by bank transfer or check in US dollars only. Performance rights are not secured and restrictions do not go into effect until the Advance Payment has been made.

The Advance Payment is automatically calculated on the BPPI website using the following formula: Seating Capacity * Average Ticket Price * Number of Performances * 3%, rounded up to $10. This figure is the Guaranteed Advance against the author's weekly 10% (or 12%, see titles below) of the weekly box-office gross. In the event the Advance calculation falls below the per performance minimums of $150 for a full-length play and $75 for a one-act play, the minimums will apply as the Advance.

In the case of the titles ANCESTRAL VOICES by A R Gurney, SCREEN PLAY by A R Gurney, and UNDERNEATH THE LINTEL by Glen Berger, the Advance is the figure against the author's 12% of the weekly box-office gross.

As noted, Advance Payments are nonrefundable. If there are special circumstances with your production, contact us to request a refund.

2. Final Payment: A Final Payment sent with a summary Box Office Statement, indicating weekly gross box-office revenue, is required within three business days of the closing date. The Final Payment is required to bring the author's weekly royalties to the appropriate percentage, either 10% or 12% as indicated above, of the weekly box-office gross. Note that submission of a summary Box Office Statement is required regardless of whether a Final Payment is due.

Automatically Calculate Final Payment

To automatically calculate Final Payment for a play performed alone download the Excel (xlsx) Professional Box Office Spreadsheet here or from the website Payments page → Professional Payment Schedule.

To automatically calculate Final Payment for a play performed together with other plays, such as in a production of multiple one-act plays, download the Excel (xlsx) Professional Box Office Spreadsheet for Multiple Plays here or from the website Payments page → Professional Payment Schedule.

How to Manually Calculate Final Payment

Because the math can be complicated, you are advised to use and submit the appropriate automated Professional Box Office Spreadsheet above, in which case you may skip to Section 3 below, but if you prefer you may manually calculate the Final Payment using the formulas below and submit your own summary box-office documentation.

Example: Theater A has 300 seats, an average ticket price of $17.50, and will do 48 performances over a six-week run. Guaranteed Advance = $7,560. Divide the Guaranteed Advance by number of weeks to arrive at the Weekly Advance Amount: $7,560/6 = **$1,260**.

Calculate Week 1 Royalty:	Weekly Box Office Gross * Author's Percentage
	$18,000 * .10 (or .12 if title listed above) = **$1,800**

Calculate Week 1 Overage: Weekly Royalty - Weekly Advance Amount
                                     $1,800 - $1,260 = **$540**

$540 is the Overage due for Week 1. Continue these calculations for each week of the run. Upon completion of the run, sum the Weekly Overages, disregarding any negative amounts, to arrive at the Final Payment amount and round up to $10. See example table below:

	Week 1	*Week 2*	*Week 3*	*Week 4*	*Week 5*	*Week 6*	*Final Payment*
Weekly Royalty	$18,000 * .10 = **$1,800**	$22,000 * .10 = **$2,200**	$14,000 * .10 = **$1,400**	$12,000 * .10 = **$1,200**	$15,500 * .10 = **$1,550**	$10,800 * .10 = **$1,080**	
Weekly Overage	$1,800 - $1,260 = **$540**	$2,200 - $1,260 = **$940**	$1,400 - $1,260 = **$140**	$1,200 - $1,260 = -$60 **[$0]**	$1,550 - $1,260 = **$290**	$1,080 - $1,260 = -$180 **[$0]**	**$1,910**

Note on Presentation of Multiple Plays: In the event more than one play is presented in the production, such as in the case of multiple one-act plays, the Advance calculation will be automatically reduced accordingly, using the following formula: Seating Capacity * Average Ticket Price * Number of Performances * 3% divided by the total number of plays being presented, rounded up to $10.

Example: Theater A has 300 seats, an average ticket price of $17.50, will do 48 performances over a six-week run, and will be performing three one-act plays. Guaranteed Advance = $7,560/3 = $2,520. Divide the Guaranteed Advance by number of weeks to arrive at the Weekly Advance Amount: $2,520/6 = **$420**.

In the case of two one-act plays being presented, divide the Weekly Royalty by two; in the case of three one-act plays, divide the Weekly Royalty by three; in the case of four one-act plays, divide by four, etc.

	Week 1	*Week 2*	*Week 3*	*Week 4*	*Week 5*	*Week 6*	*Final Payment*
Weekly Royalty	$18,000 * .10 = $1,800/3 = **$600**	$22,000 * .10 = $2,200/3 = **$733**	$14,000 * .10 = $1,400/3 = **$467**	$12,000 * .10 = $1,200/3 = **$400**	$15,500 * .10 = $1,550/3 = **$517**	$10,800 * .10 = $1,080/3 = **$360**	
Weekly Overage	$600 - $420 = **$180**	$733 - $420 = **$313**	$467 - $420 = **$47**	$400 - $420 = -$20 **[$0]**	$517 - $420 = **$97**	$360 - $420 = -$180 **[$0]**	**$640**

3. Submit Box Office Statement and Final Payment

The summary Box Office Statement and Final Payment may be submitted through the BPPI website Payments page. See the main menu link Performance Rights → Payments. Fill out the form, add the Total Overage amount to the cart, and checkout as per usual. The Box Office Statement may be submitted in any of the following formats: pdf, xlsx, xls, ods, docx, doc, rtf, csv, txt. Payment may be made by credit card, PayPal, bank transfer, or check in US dollars only. Again, note that submission of a summary Box Office Statement is required regardless of whether a Final Payment is due.

Alternatively, you may print the Box Office Statement and mail with payment to: Broadway Play Publishing Inc, Accounts Receivable, 224 E 62nd St, NY, NY 10065.