

Production Contract

PLEASE TURN IN A SIGNED COPY OF THIS CONTRACT AT YOUR AUDITION

I understand that it is an honor to be a part of this production. That it is a privilege, not a right to be selected. I will use the experience of being a part of this ensemble as a learning experience. This contract is what my directors expect and demand from all the actors, orchestra members, and crew involved in the show in order for this to be a successful learning experience.

Please read the following carefully and sign at the bottom.

1. I will attend ALL rehearsals. If I miss final dress rehearsals, teasers, or a performance, I will be replaced from the production. I will accept consequences for my actions that the Directors feel are necessary. I understand that there is an entire ensemble of people depending on me and I will make smart choices during the production process.
2. I will bring my score, notebook/journal, and a pencil to EVERY rehearsal (even final dress). I will take notes in my rehearsal notebook about the comments the director gives me "to improve" during notes time, review those notes before the next rehearsal and make the changes.
3. I am responsible for having my score at every rehearsal, making notes in PENCIL only and erasing all marks from books after the last show.
4. I will look over my score and practice before each rehearsal.
5. I will make this show and its deadlines a priority. I will know my music by the due dates.
6. I will RESPECT ALL involved in this process. I understand we are a team and must work together. I will listen to my stage manager, dramaturgs, assistant director and all tech designers ; they are crucial to making this show a success. I will listen to all of the directors as well. If I have a problem, I will talk to my assistant director or the person in which I am having a problem. I will maintain a professional attitude at all times with my director, fellow actors, ensemble, and tech team. Disruptive, hostile, or undependable behavior may result in dismissal from the show.
7. I am prepared to practice my part as if it were a solo and I was the only one playing!
8. I will be professional at all times in rehearsal. I will NOT goof off onstage or offstage. In other words, I will use rehearsal time FOR REHEARSAL. I will be quiet while in the orchestra pit. I will leave personal problems outside rehearsals so my problems do not distract from the creative work being done onstage and in the pit.
9. I will show my musical preparation in rehearsals. I will not save it for the performances. The sooner the directing team hears what I have prepared, the sooner my director can fine tune my interpretation of the score.
10. I will be mentally and physically prepared before the call time, so I am ON TIME to all rehearsals and show calls. If the director is not present, then I will start warming up on time, look over my notes, etc. I will be productive. I understand that I must be on time to all rehearsals, no excuses accepted.
11. I cannot miss a rehearsal unless it was listed on my conflict sheet prior to auditions and is deemed an approved excuse. If I miss THREE unexcused rehearsals, I will be replaced. This has been done before and we will act on it. Also, **three tardies equal an unexcused absence**. The stage manager will be taking this seriously as instructed by your directors.
12. I will maintain a 2.3 GPA in your classes to be eligible to perform. I will bring Mr. Durfee my report card showing my GPA and current grades to auditions. If I am suspended from school, I will NOT be allowed to

rehearse or perform; suspensions will be treated as unexcused absences. If a suspension lands in the last two weeks of a rehearsal, I may be replaced. I MUST attend school on the day of a performance (two classes) in order to perform. I will make smart choices during the run of this production.

13. I will pay attention to the rehearsal schedule and when things are due. I AM RESPONSIBLE for myself...not my fellow orchestra members, not my directors, not my crew.

14. I will wear all black for performances.

15. I will never use alcohol or drugs before a rehearsal or performance. I will keep my mind and body at peak performance. A clear brain is essential for the creative process. If my SM/AD or Director even suspects drug/alcohol use at rehearsals they have an obligation to ME, the cast, and to the school to report it—even if it is opening night and I am a lead. I WILL MAKE WISE CHOICES.

16. I will not eat or drink (other than water) in performance attire.

17. My BIO for the program will be turned in at auditions. Bios will be professional and not silly; they will be written in 3rd person, all titles of shows will be written in italics, and the format will be my name with my character's names in parenthesis including my major and year in school in the first sentence.

Example: Shawn Hann (Director): This is Ms. Hann's 15th year as the Director of Theatre at DSA. Recent DSA directing credits include: *Disney's Beauty and the Beast*, *The Crucible*, *Shrek the Musical*, *Avenue Q*, *Almost, Maine*, *Disney's Tarzan the Musical*, *The Importance of Being Earnest*, *Hamlet*, *Of Mice and Men*, and *Thoroughly Modern Millie*. Awards and honors include: EdTA's Theatre Educator of the Year 2011 and the Alliance for Colorado Theatre Middle School Educator of the Year 2005. She would like to thank all the wonderful babysitters for Tihun that allow her to be present in all the late night rehearsals.

All changes to bios will be made first week of rehearsal in August.

18. I understand that all cast, orchestra, and crew are part of the publicity crew—I am required to spread the word about the show. I will hang TWO posters in local areas/businesses.

19. I understand how difficult it is to cast a show for the directors who take in all sorts of factors when piecing a cast together. If I accept my part and drop this show *for any reason*, I will not be eligible to audition for future productions at DSA. I understand that it is extremely unprofessional to drop a role because of its size. I am building bridges with the professionals in this building and understand work ethic and what it means to be a part of a whole. I will do my best to make this show a successful process from day one.

20. I understand that keeping with professional etiquette, rehearsals are closed to everyone except cast, orchestra, and crew. I will make sure my parents and friends know it is NOT OK to sit in and watch rehearsals. I understand that cell phones and all electronic devices must be turned OFF for rehearsal. I promise to respect this rule throughout the process. I also promise to clean up after myself and respect others property.

21. I will use this process to learn to accept criticism with grace and gratitude. Learn to be my own best critic. I will write down the comments of the directing team during notes and if I have a question, I will wait to speak with the director after rehearsal. I understand that defending my choices during notes is bad form; it takes up everyone's time.

22. I understand my parent MUST volunteer to run either Concessions, Box Office, or Tech Week Meals at least one day during the week before the show and the week of the show (more information will be forthcoming)

23. I WILL KEEP THIS CONTRACT FOR MY OWN USE. I WILL PUT IT IN MY REHEARSAL NOTEBOOK AS PAGE ONE.

TURN IN AT AUDITIONS- IN THIS ORDER. Incomplete packets will affect casting.

- 1. Orchestra Application for all school musical completed**
- 2. The final page of this contract—next page—signed by BOTH student and parent**
- 3. A copy of your grades – can be a screen shot of IC—printed out. Must show your GPA**
- 4. A photo of you – labeled with name**
- 5. Your bio for the program – written according to contract point #17.**
- 6. A Conflict calendar--a list of all the known conflicts you have with scheduled rehearsals. If you do NOT list a conflict now and you miss a rehearsal it will be counted as unexcused (except for illness from school or family emergencies – like funerals).**

Performance dates:

Sept. 12 7PM, 13 2pm/7pm, 14 2pm

Sept. 17 7pm, 18 7pm, 19 7pm, 20 7:30PM Gala

Rehearsal schedule—subject to change

Feb. 4 - Auditions 12:15-1:00pm, 2:45-4:45pm

Feb. 5 - Auditions 12:15-1:00pm

May 23 - Friday Orchestra rehearsal 3:00-5:00pm

June 3 - Tuesday Orchestra 3-6PM

June 4 - Wednesday Orchestra 3-6PM

Aug. 14 Thursday Orchestra 9am-3pm

Aug. 15 Friday Orchestra 9am-3pm

Aug. 20 - Wednesday Orchestra 12-3pm

Aug. 21 - Thursday Orchestra (w/vocals) 9am-12noon

Aug. 22 - Friday Orchestra (w/vocals) 9am-12noon

Aug 28/29 Thursday/Friday - Orchestra/Company 3-5 (wet tech)

Sept 2/3 Tuesday/Wednesday - Orchestra/Company 3-5 (wet tech)

Sept 4/5 Run throughs 3-6

Sept 8/9/10 Dress Rehearsals 3-7:30

Sept 11 Final Dress/Photo call 3-8

Upon a vote of the cast/orchestra/crew/parents/directing team, this show could be adjudicated for State Thespian Convention, which is December 4-6, 2014. Cast and crew would have to attend the convention, which costs \$100 to perform/run the show. Students may also elect to stay in a hotel for convention for \$65. Payment for state is due in October.

If group decides to adjudicate for the National Thespian convention, we have a commitment to perform the show as seen in October the following June 2015 in Nebraska. It costs \$700 to participate in the weeklong National convention (\$50 to \$150 for transportation) and all participants in the show would have to be registered to perform. The payment for nationals is due in Feb. It would also mean an extra week of rehearsals in June. We would also have to fund-raise the costs to travel the show to either conventions.

-----I WILL RETURN THE FOLLOWING PAGE TO THE DIRECTING TEAM AT AUDITIONS. -----

NAME: _____ Grade: _____ Major: _____

Orchestra Member

I have read the contract for this production. I understand each of the 23 points on the contract and I will discipline myself to follow this contract to the letter. I understand if all orchestra members in the show follow these rules, then our production will be run professionally. I also understand if I do not follow these rules I can and will be replaced. I understand that if performers do not abide by these "rules", deadlines will not be met, people's feelings could be hurt if everyone is not treated with respect, and we will not grow as performers unless we follow these simple guidelines. I accept the judgment of my directing team and know if I am not living up to my part of this process I can and will be replaced. I know that being a part of this show is a privilege, not a right. I am here to learn to be a part of a team and grow as much as possible.

I vote we should _____ OR should NOT _____ adjudicate for the chance to perform as one of two main stage shows at the Colorado State Thespian Convention.

I vote we should _____ OR should NOT _____ adjudicate for the chance to perform as one of ten main stage shows selected in the Nation at the International Thespian Convention June.

* see the previous page on the details of what adjudication entails.

I hereby agree to the terms of this contract.

Please print name here: X _____

Sign here: X _____

Parents/Guardians

I understand that all school musicals are DSA community events. I have read this contract and will help support my child's involvement in the production. I understand that rehearsals will be after school, possibly some early evenings, and possibly a few Saturdays. Students are responsible for their own transportation home. I have also looked over my student's conflicts on the schedule and agree that there are no existing conflicts that have not been listed. I understand that mounting a production takes a tremendous amount of time on all parties and will do my best to encourage my son/daughter to manage their time will outside of rehearsals and stay on top of their course studies.

I understand that this production is a learning experience for all involved and the cast will explore all sorts of issues about our past and our present day society. I understand that the directors of this production are professionals with over 60 years of experience between them. I know that sometimes they need to make decisions that are best for the team and will support them in upholding this contract. I know that being a part of this show is a privilege, not a right.

I hereby give my permission for my son/daughter to audition for this production and I agree to the terms of this contract.

X _____

I vote we should _____ OR should NOT _____ adjudicate for the chance to perform as one of two main stage shows at the Colorado State Thespian Convention Dec. 8-10, 2011.*

I vote we should _____ OR should NOT _____ adjudicate for the chance to perform as one of ten main stage shows selected in the Nation at the International Thespian Convention June 2012.

* see the previous page on the details of what adjudication entails.

I understand that if my student is a part of this production, I must volunteer to run either Concessions, Box Office, or Tech Week Meals at least one day during the week before the show and the week of the show (more information will be forthcoming).

I prefer to work:

On these specific dates:

_____ Concessions

_____ Box Office

_____ Tech Week Meals

Email/Phone: _____