

Name: \_\_\_\_\_

## Production Contract – *Spamalot*

The following are the basic expectations and responsibilities of students who are working on a theatrical production. Students must read and sign this form, which will serve as a contract that signifies their agreement to fulfill these responsibilities. In addition, parents or guardians must also sign this form to indicate knowledge of these responsibilities. This form must be returned before students are allowed to continue as a member of the company. Form is due no later than Tuesday, December 4th.

### Production Dates are January 24, 25, 26, 30, 31, February 1 - 2020

1. Production preparation last approximately 12 weeks. I understand some students may not be required to attend all rehearsal days, but I will attend on those days for which I am scheduled. This will include some Saturdays (all day) and Sundays (afternoon). There will also be rehearsals near the end of our break in December/January.
2. I understand that most rehearsals and technical work sessions 2:45 to 4:45 (MWF) or 3:30 to 5:30 (TTh). The fall semester will consist of music and dance rehearsals, with principal scenes and some ensemble scenes being rehearsed. In January we will bring the entire cast together to work on the production. Rehearsals times may be extended two weeks prior to opening.
3. I understand it is my responsibility to get the schedule for rehearsals and/or technical work sessions before they take place and to make my parents/guardians aware of the times and days for which I am scheduled.
4. I will turn in a list of my current obligations with this contract. I understand that I will only be excused from rehearsal during the times I listed, unless otherwise arranged with my director. ***I also agree not to add any obligations that will prevent me from attending rehearsals and/or technical work sessions during the times I have committed to be available. I understand that I am strongly discouraged from being involved in any other theatrical productions outside the CSHS musical rehearsal and performance time (Nov. – Feb). Involvement in these programs may interfere with the 'Spamalot' rehearsal and production process and may cause me to be dismissed from the CSHS musical production.***
5. I agree to make the stage manager AND director aware at least one week ahead of time of any short term obligation that must be scheduled around; otherwise, I am expected to be at the rehearsals and/or technical work sessions for which I am scheduled.
6. I agree to be on time to all rehearsals and/or technical work sessions.
7. If an emergency arises, I agree to let the director know of my late arrival as soon as possible.
8. I agree to fulfill my responsibilities and meet deadlines.
9. I agree to follow the safety rules outlined for me.
10. I agree to cooperate with all the staff and students involved in the production.

11. I agree not to use this production as an excuse for not fulfilling other obligations such as class work.
12. Production Fee Information: Each student is responsible for either paying a non-refundable \$100 production fee OR selling \$200 in advertising.
  - a. Students choosing to pay the production fee must pay \$100 no later than January 7, 2019. If no production fee is received at that time, it then becomes the student's responsibility to sell \$200 in advertisements by Wednesday, January 8, 2019.
  - b. Students choosing to sell advertisements must submit orders and payments for \$200 in advertisements no later than Wednesday, January 8, 2019. If any students in the cast have not paid the production fee or sold advertisements, production will cease until all students have turned in their advertisements.
13. I understand at times I may be asked to thrift for costume pieces and purchase incidentals including but not limited to – shoes, socks, undergarments, tights, hats, belts, etc.
14. I understand that I am cast as a member of a company and that I am not guaranteed a particular role. The show is more important than any individual. Therefore, I will always submit to the team, and I realize that if I do not perform my role to the standards set forth by the director I may be replaced.
15. I understand that I could be dismissed from the production for missing or being late to rehearsals and/or technical work sessions, missing deadlines, lack of cooperation with the above listed expectations, or grade problems. I may also be dismissed for behavior issues (at school, in the community, or on social media) or anything that may reflect negatively on the production and/or school per director or administrative discretion.
16. Rehearsals are closed. Only directors, actors, technicians and production team members are allowed to be in attendance.

I, the student (print name) \_\_\_\_\_, have read the responsibilities/expectations described for production work and agree to fulfill those responsibilities and expectations.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, the parent/guardian (print name) \_\_\_\_\_, have read the responsibilities/expectations described for production work. I understand that my child has agreed to fulfill those responsibilities and expectations.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_

- Production contract is due to Mr. Phillips (choir room) **Wednesday, December 4<sup>th</sup>**.
- Production Fee is due to Mr. Phillips (choir room) **Tuesday, January 7<sup>th</sup>**. Payable to *CSHS Musical*
- Advertisement Orders are due to Mr. Phillips **Wednesday, January 8<sup>th</sup>**. Payable to *CSHS Musical*