

Letters to Sala

Actor Expectations

This form must be signed by a parent or guardian and brought to the first day of auditions.

Parents/Guardians and students please initial next to each section and sign at the bottom.

_____ **Fee Deadline:** A \$135 District Activity participation fee (the district requests that you please pay this online on Powerschool) and a separate \$75 production due (made out to Batavia High School) and an \$85 costume due (paid to All Dressed Up) for all roles will be collected on or before March 23rd. If a fee is not turned in by the stated date, the actor will be asked to leave rehearsal and not return until the fee is paid. An actor may be asked to leave the cast if many rehearsals are missed due to nonpayment. If you need assistance with your payments, please contact the Director for district payment plans and assistance. A personal make-up kit, if needed, will be an additional \$18.00 and can be picked up at All Dressed Up.

_____ **Mandatory Parent Meeting:** A mandatory parent meeting is Tuesday, February 13th at 6pm in room A128. It is an expectation that a parent attends. Please contact me if this is an issue.

_____ **Rehearsals:** Rehearsals will be held based on the attached calendar (and can be located on the Drama Program website). Please note, there will be a Saturday Rehearsal (Tech) on Saturday, April 14th from 9-5. Every effort will be made to utilize every student's time in the best possible way; therefore, a schedule with call times and who is needed (per scene or act) will be distributed after the first rehearsal. It is subject to change based on actual progress. Students will be expected to learn to act professionally during rehearsals. **Behavior disruptions during rehearsals will result in actors being dismissed from rehearsal and counted unexcused.**

_____ **Missing rehearsals:** The last day for excused absences is April 4th. **All absences and conflicts must be listed on this form.** If they are not listed on this form there is no conflict.

List absences here ...

_____ **Lines and Blocking memorized by:** Act I lines and blocking by March 1st. Act II lines and blocking by March 23rd.

_____ **Set construction:** To perform on the stage, you'll be expected to work backstage. Each performer will be required to work one hour on set construction. Cast members will often serve as crew for production needs.

_____ **Work Hours:** Please be aware that students who have been in Drama are required to complete work days in order to perform. If you are unsure of how this requirement pertains to you, please see Mr. Casburn or the Drama Program secretary. **You will not be allowed to perform until this requirement has been met or arranged.**

_____ **Cell Phone:** Cell phone usage during rehearsals will result in being dismissed from that day's rehearsal and will be considered unexcused. When it comes time for notes, please have an actor journal in which to write, not a phone.

_____ **Strike:** Strike will be on Sunday, April 22nd from 12 pm until completed. Strike is **REQUIRED FOR EVERYBODY and parents are encouraged to help.**

_____ **Calendar:** Please initial that you have read and are aware of the dates and times of rehearsal. Due to the busy nature of the semester, it is imperative the performers dedicate themselves to the rehearsal schedule. This show will perform **in the BLACK BOX, not the MAIN STAGE.** Show dates are April 19th-21st (Thursday, Friday, and TWO PERFORMANCES Saturday). Evening performances start at 7:30 pm and the Saturday matinee starts at 2 pm. The preview for senior citizens will be on Wednesday, April 18th at 7 pm (please note the earlier start time). Depending on ticket sales, a potential 2 pm matinee will be considered for Sunday, April 22nd.

_____ **Thank you notes:** Actors will write several personal thank you notes. **Please be aware: you must provide the thank-you notes yourself.**

_____ **Tickets:** All tickets must be purchased. Parents working the performances as ushers or in ticket sales are guests for those performances provided seats are available. Tickets will be on sale at www.BataviaFineArtsCentre.org We will soon be announcing when tickets will first go on sale.

_____ **Costumes and Props:** In addition to finding some props and costumes, actors will be expected to take good care of their costumes and props. The backstage area must be kept tidy. Props must not be left onstage but must be returned to their place on the prop table or backstage. All costumes must be hung up on hangers.

_____ **Parent Communication:** Parents of the cast and crew should contact the Stage Manager or ASM via email to opt in to the newsletter and receive communications about the show. We also offer a texting service you may opt into as well. Both will be discussed at the parent meeting. It is the parent's responsibility to add themselves to the newsletter or texting program.

_____ **Content Acknowledgement:** I have read and am familiar with the story and content of this play. By signing this, I am acknowledging that I am willing to accept any role in the play. By signing below you are acknowledging and agreeing to the terms and rules for this rehearsal period. With the proper dedication from the students and structure from the production team I am certain this production will be outstanding.

Thank you,
Joshua Casburn
Director

Parent/Guardian

Student (PLEASE PRINT)

In order to be eligible
for casting you must
bring your initialed and
signed actor agreement
with you to your
audition. **It must be
signed and initialed
by both you AND
your parents.**