

Pascack Valley HS Theatre – *Little Shop of Horrors* Production Agreement

Attitude

- As an actor or crew member working on this production, I am committed to having fun and working as a collaborative artist. I will maintain a positive attitude, open communication, and ownership of the process from beginning to end.
- All participants must be supportive of each other's roles in this production. It is important to communicate with each other in a respectful manner. Whether onstage or offstage, all roles in this production are important.

Attendance

- I will arrive at each rehearsal on time and stay for the entire rehearsal. In the event that I must arrive late or leave early, I will **personally notify Mr. Lupfer** by email (tlupfer@pascack.org) PRIOR to the beginning of the rehearsal. This includes instances when I leave school early for any reason.
- I will report all rehearsal conflicts be reported ***in advance*** on the conflict form, or via email to Mr. Lupfer (tlupfer@pascack.org) as far in advance as possible.
- I will not schedule appointments during rehearsal time. I accept the responsibility for communicating with my family about my schedule and relaying conflicts in advance to Mr. Lupfer.
- I understand that absence from **two** or more unexcused rehearsals will jeopardize my continued participation in this production, and my roles may be reassigned.
- **I commit to attending all mandatory rehearsal dates (listed below), and understand that they are non-negotiable and that attendance is required for the entire rehearsal/performance.**
- I will participate in the postmortem (discussion that analyzes the production process in order to make improvements) on Monday, May 24th. I understand that if I miss postmortem, I will not be allowed to participate in another production unless I make up the missed hours.
- I will check the backstage website and rehearsal calendar regularly for any changes or announcements regarding the production.

Mandatory Dates

We will film the show over three weeks: Monday April 5--Friday April 23rd. Filming dates are mandatory (if you are needed) on Monday-Saturday, between 3-8pm

Rehearsal Etiquette

- I will be prepared for rehearsals. I will have my script, music, a pencil, and appropriate clothing (including footwear).
- I will not eat gum, food, or drinks at any time in the theater. I will bring a snack and water to eat in the hallway during breaks.
- I will work with all actors and crew members will keep the rehearsal spaces, stage, dressing rooms and crew areas clean throughout the rehearsal and performance process.
- I will store all personal items (backpacks, purses, computers, jackets etc.) at the rear of the auditorium.
- I will not use my cell phone during rehearsals for any reason. I understand that the Stage Management team can and will confiscate my cell phone for the duration of rehearsal if it becomes a distraction to me or to others.
- I will not leave the area of supervision for any reason. I understand that students are not permitted to be in any other part of the building unsupervised.
- I will accept the leadership of the Stage Management team and abide by their directions without argument or attitude.

Eligibility/Commitment

- I will responsibly manage my time commitments, including my school work, so that I can participate in the production.
- I understand that PVHS has an academic eligibility requirement for extracurricular activities. I will maintain a GPA of at least 2.0 in order to participate.
- I will take responsibility for working on the show outside of rehearsal time. I know that line memorization, textual analysis, written character work and other tasks are expected of all cast members. I will meet any deadlines set by the directors.

Appearance

- I may be asked to alter my appearance for the production. I know that this includes but is not limited to: altering my hairstyle or color, growing or shaving facial hair, wearing wigs, powdering or graying hair and wearing age makeup.
- I will ask the production team before: getting a haircut, dyeing my hair, getting a tattoo or making any other semi-permanent changes to my appearance.

Costume/Props

- I understand that I *may* be asked to provide clothing items to wear as my costume in this production.
- I know that I **must** provide my own socks and/or tights, footwear, and undergarments.
- I accept responsibility for my props and costumes. If they are lost or damaged in my possession, I will pay for the replacement cost.

Financial Obligations

- I will purchase a production t-shirt to be worn at various events.
- I will assist with fundraising efforts by the *Friends of PV Theatre*. This may include: selling advertisements, hanging up posters, selling tickets.
- If I have a financial concern, I will speak with Mr. Lupfer to make an arrangement.

If there are any questions at any time, please contact Mr. Lupfer via email at: tlupfer@pascack.org

The spirit of this agreement is to ensure that all actors and technical stage crew members are treated fairly as creative, collaborative artists who are working towards the same goal. The Production Team will enforce this agreement to the best of their ability in the spirit of a high-quality theatrical production process.

I agree to the following terms in this agreement and promise to abide by the conditions and expectations set forth by my directors and fellow cast & crew members. I will dedicate myself as a true team member to this production process in order to present a show that we as a cast, crew and production team will be proud of.

Student's Name	
Student's Signature	
Parent/Guardian's Signature	