

# **Pascack Valley HS Theatre – 45 Plays for 45 Presidents**

## **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.

### **Attendance**

- I will arrive (on Zoom or in person) 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.
- 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, November 2nd. 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**

T 10/13 3-7pm	W 10/14 3-7pm	R 10/15 3-7pm	F 10/16 3-7pm
S 10/17 12-6pm	M 10/19 3-7pm	T 10/20 3-7pm	W 10/21 3-7pm
R 10/22 3-7pm	F 10/23 3-7pm	S 10/24 10am-4pm	M 10/26 3-7pm
T 10/27 3-7pm	W 10/28 3-7pm	Mon. 11/2 Postmortem	3-5pm

### **Rehearsal Etiquette**

- I will be prepared for rehearsals. You will need your script, music, a pencil, and appropriate clothing (including footwear).
- I will not eat gum, food, or drinks at any time in the theatre. 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.
- I understand that the same guidelines apply to rehearsals held on Zoom—I will conduct myself at

### **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 pay the meal fee required of all students for the meals served during “hell week”, the week immediately prior to performances.
- 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.

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. Mr. & Mrs. Lupfer 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	

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Please read and acknowledge with your signature the above cast agreement. If you have any questions or concerns, please contact Mr. Lupfer at [tlupfer@pascack.org](mailto:tlupfer@pascack.org)

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_