



Convent & Stuart Hall

Schools of the Sacred Heart San Francisco

Actor Production Contract

In service of a quality production and the collaboration of all involved, we ask the following:

- Actor agrees to attend all required rehearsals for *Sing Down the Moon: Appalachian Wonder Tales*.
- Actor agrees to attend all tech and dress rehearsals. No conflicts allowed on these dates (*please see rehearsal calendar).
- Actor agrees to attend all performances. No conflicts allowed.
- Should Actor have conflicts, s/he will report them to the best of her/his knowledge on the Audition Form. Should there be additional conflicts, s/he will report them by the first day of rehearsal by filling out this form and emailing the Stage Manager.
***Please list any conflicts on the back of this contract.**
- Actor agrees to arrive on time to rehearsal: 15 minutes before is on time, start time is late, after start time you receive a warning. (Three warnings and there will be a discussion about show involvement with parents/guardians).
- Should Actor be running late or have an emergency, Actor agrees to contact the production Stage Manager.
- Actor agrees to collaborate in a kind, professional and open manner.
- Actor agrees to respect every individual involved in the creative process.
- Actor agrees to treat all production materials (script, costumes, lights, sound equipment, set, etc.) with respect.
- Actor agrees to be responsible for her/his production materials and return them the closing day of the performance. These materials have been purchased or rented for this production. Should they be lost, Actor will be responsible for the fee incurred for the material or replacing of said item.
- Actor agrees to bring rehearsal materials to every rehearsal and performance.
- Actor agrees to bring a notebook to rehearsal.
- Actor agrees to write down blocking, choreography and any other rehearsal related notes.
- Actor agrees to memorize lines by the designated OFF BOOK DATE.
- Actor will return contract signed by parent/guardian on the first day of rehearsal.

Actor Signature:

Parent/Guardian Signature: