



INFORMATION AND REHEARSAL SCHEDULE PLEASE READ THE FOLLOWING INFORMATION CAREFULLY

*Congratulations* and welcome to the cast of the Fall 2021 Mainstage!

This is going to be such an exciting show. Be prepared to work hard, I promise you will have a great time! All information for the show will be on the call board outside the Theatre Room and online at

[www.gilbert-theatre-ensemble.com](http://www.gilbert-theatre-ensemble.com)

**Communication:**

**Email-** [angela.hines@gilbertschools.net](mailto:angela.hines@gilbertschools.net)

**Remind101-** 81010 @gteclue21

**Facebook-** Like the Gilbert Theatre Ensemble page and we will post updates!

**Attendance.** You must have an excuse to miss a rehearsal. If you can not attend a rehearsal due to an emergency or illness - YOU MUST LET YOUR STAGE MANAGERS KNOW- OR DR. HINES!!! UNEXCUSED ABSENCES WILL RESULT IN DISMISSAL FROM THE CAST OR CREW. Please clear conflicts listed on your audition sheet with the Stage Manager during the first week of rehearsal. You must get out of your commitments for the last two weeks of September. Commitment to this show is very important. When you miss a rehearsal it impacts the entire cast. There will be no exceptions for cast or crew. Please look at the schedule now and be sure you can make all the commitments.

**School Policy.** All cast and crew members are to follow all guidelines in the **GHS conduct policy** for co- curricular activities. This includes no tobacco smoking/vaping in the school building or at any school activity on or off school property, and no use of illegal substances at any time!! No foul Language! There will also be a no cellphone/ipod/gaming device policy once we move into the Auditorium. NO ONE can have their electronic devices on or on their person during any rehearsals for performances! No exceptions. Also, you must maintain a C or better GPA. Please stay healthy!

**Rules.** BE ON TIME! **Rehearsals will start on time.** Give yourself enough time to eat, etc. It is recommended that you arrive at least five minutes early to the rehearsal area. Use this time to clear your mind and focus on the work ahead. The Parents provide food and snacks on the last two weeks. Once we get into costume, run the show, have notes and get out of costume, it may be late. BE PREPARED!!! And tell your parents!!!! You are responsible for knowing what rehearsals you need to attend. Highlight your schedule accordingly.

**Scripts.** Cast members bring a pencil, script, a notebook and this schedule to ALL REHEARSALS. Put your name on everything!!!

**Food/Drink/Misc.** DO NOT CHEW GUM DURING REHEARSALS. Also, no hat wearing. The face is the most expressive part of your body: we need to see it. **Please do not cut or dye, etc. your hair without talking to the director first!!!** All cast members must wear performance shoes and/or dance shoes as soon as we get them. Please pick up after yourselves. There is no food or drink (except water bottles) allowed backstage, in the dressing rooms or makeup room, or while you are in costume. Visitors are not allowed at rehearsals. If you need to have a sibling stay this can only be done with the permission of the director.

**Rehearsal Attire.** Dressing in comfortable layers for rehearsals is recommended. During dance rehearsals you may get very hot - also please wear appropriate clothing for dancing. Men should be in jeans or non-baggy pants, women in rehearsal skirts and non-baggy shirts. Performance shoes are to be worn for all dance rehearsals as soon as they are provided or obtained.

**Costumes.** Each cast member is responsible for certain parts of their **costume** and to bring in a garment bag for personal items- their socks/tights and undergarments for performances. If we can't find the shoe you need for your costumes, then we will ask that you provide those. It is highly suggested that girls obtain a personal character shoe- this is something you will need if you continue to do theatre! All other costumes are rented using income from ticket sales or program ads.

**Makeup.** All Cast members will need to provide their own **makeup box**. Everyone will need to obtain their own mascara, liner, eye pencils, etc... We will send out specifics later. Women cast members will need to provide their own lipstick and eye shadow. Naturals in the brown and blue range. Details to come. We have some foundation, cheek color and specialty makeup and wigs. Men need to provide their own eye black liner. We will provide all other makeup for men. No sharing of makeup for hygienic reasons.

**Ticket Sales.** We will be having advanced **ticket sales** for cast/crew members. Please take advantage of this as - we expect to sell fast and we want your family to be guaranteed seats. We

will have ticket check out for a reduced fee for all cast and crew members to sell. We encourage everyone to sell 20 tickets. All advance sale tickets must be turned in and paid for and will be on a first-come-first-served basis. This year we do have online ticket sales at:

<https://gofan.co/>

**Program Ads.** The Theatre Arts Department is primarily self-funded. Ticket sales and program advertising are our primary source of income. We ask that each cast and crew member sell at least one full page ad, or its equivalent. All ads are due by September 10th. Every ad really counts! Details to come.

**Tech Hours.** All cast members must help with the technical part of the musical. Each cast member is required to serve a minimum **5 hours** to help with the show (Which also applies to your required volunteer theatre hours for class and thespian hours). This can be things like putting up posters, painting, costumes, snacks, bringing water, helping sell extra tickets, etc...

**Cast Party.** There is a Cast/Crew Party the last night of show following strike. The party begins at 11:00 pm (or whenever we can get there) and goes until 2:00 am. This is for cast and crew only and no friends! It is sponsored by the Boosters who provide the food and chaperones. Strike: Monday following the show is mandatory strike.

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**Mainstage Participation Fee.** A Theatre Participation Fee is required of all cast members. The non-refundable participation fee for the show and covers multiple costs from costumes to makeup supplies. The increased participation fee will make sure that families will have much less financial responsibility at the end of the run of the show that usually occurs with the cost of costumes.

**The Mainstage Participation Fee is \$45.** This fee covers the cost of things like cleaning your costume (dry cleaning) and your show shirt. If this fee is a financial hardship, please let Dr. Hines know immediately. Mainstage fee is due to our Boosters by August 27th, 2020. Cash or check is accepted and checks need to be made out to Gilbert Theatre Ensemble. Additionally, each member of the cast and crew must be members of GTE (\$5 member fee).