



13 the Musical Show Information

PLEASE FILL OUT THE FOLLOWING AND BRING TO THE FIRST DAY OF CAMP:

- | | |
|---|---|
| <input type="checkbox"/> Audition Form | <input type="checkbox"/> Casting and Attendance Policies |
| <input type="checkbox"/> Conflict Form | <input type="checkbox"/> Medical Release Form |
| <input type="checkbox"/> Resume/Headshot | <input type="checkbox"/> Liability and Photo/Press Release Form |
| <input type="checkbox"/> Performer's Contract | <input type="checkbox"/> Costume Form |
| <input type="checkbox"/> Parent Contract | <input type="checkbox"/> Committees/Volunteers Form |

Welcome to Oceanside Youth Theatre!

Thank you for signing up to audition for *13 the Musical*. Enclosed within this packet is information about what to expect during the camp's audition & callback process. We are very excited to see everyone audition. We will be casting the show during the first two days of camp.

We do not want finances to be a barrier to anyone's participation, and need-based scholarships are available. Please fill out the scholarship application (found on the Youth Theater webpage) and submit **prior to JUNE 5, 2023**.



BASIC INFO

What you will need:

Completed audition packet

A headshot attached to your audition packet (no size requirements - can be a school photo)

MANDATORY PARENT/CAST MEETINGS:

Friday, June 23rd at 2:30 pm

Friday, July 7th at 2:30 pm

REHEARSAL/PERFORMANCE SCHEDULE:

The rehearsal schedule is the same each day during this camp: June 19th through July 16th, Monday through Friday, 9 am to 3 pm (including the final Friday). ***THERE IS NO CAMP ON JULY 4TH.***

The performances are July 14th and 15th at 7 pm, and July 16th at 2 pm. (Performer call times will be 2 hours prior to show).

Please inform the Directors and production team of any major time conflicts you may have on the form provided. Failure to do so may jeopardize your position in the cast.



AUDITION FORM

AUDITIONER INFO:

NAME:

Last

First

Mi

ADDRESS:

Number and Street

City

Zip

PRONOUNS:

AGE:

she/her, he/him, they/them, etc

HEIGHT

BIRTHDATE:

T-SHIRT SIZE:

CURRENT SCHOOL:

GRADE:

ARE YOU VACCINATED AGAINST COVID 19: Y | N

If no: Are you going to get vaccinated?

- Yes
- No
- Unable due to age but I **will** when available
- Unable due to age but I **won't** when available

ROLES THAT
INTEREST YOU:

-Continued on next page -



- Audition Form Page 2 -

Our assumption is that you accept the creative team's casting decisions. Please understand that by saying you will **not** accept being cast as any role, it may result in no character callback or casting for this production.

WILL YOU ACCEPT ANY ROLE? Y | N

IF NO, WHY:

CONTACT INFO FOR CAST MEMBER:

PHONE:

Can we text this number? Y | N

If cast member doesn't have a phone write N/A

EMAIL:

PARENT/GUARDIAN CONTACT INFO:

This information is **mandatory** and will be used to inform you about rehearsals. Please include any email that you would like the rehearsal schedule sent to. **At least one** must be the parent/guardian of the cast member.

CONTACT 1:

NAME/RELATION:

EMAIL:

PHONE #:

Y | N

Can we text this number

CONTACT 2:

NAME/RELATION:

EMAIL:

PHONE #:

Y | N

Can we text this number



CONFLICT FORM

Please list any conflicts that you may have during the Summer Camp dates.

(Monday through Friday - 9 am to 3 pm, June 19th through July 16th)

There will be understudies cast for this show, so any conflicts that arise that are not listed on this form will be cause to replace the performer with their understudy for at least one performance.

This will be done at the discretion of the Directors and Production team.

PLEASE NOTE: NO CONFLICTS WILL BE ACCEPTED DURING TECH AND/OR PERFORMANCES.

CONFLICT DATE:

REASON FOR CONFLICT:

WEEK ONE (June 19 through June 23):

WEEK TWO (June 26 through June 30):

WEEK THREE (July 3 through July 7 – *no rehearsal on July 4th*):

WEEK FOUR (July 10 through July 14):

PERFORMANCES (July 14 through July 16):



EXPERIENCE

Fill out below or include a resume

ACTING TRAINING / EXPERIENCE:

VOCAL TRAINING / EXPERIENCE:

DANCE TRAINING / EXPERIENCE:

SPECIAL TRAINING / SKILLS:



PERFORMER CONTRACT

ATTENDANCE:

- I agree to attend all rehearsals for which I am scheduled. I understand that it is extremely important that every actor is at rehearsal when called. For the good of the show and out of respect for the actors and staff, the director must know my part is covered. Attendance is taken at each rehearsal. Unexcused absences may result in having my role in the production reduced or in the case of extended absence; I may be dismissed from the production.
- I understand that arriving more than thirty minutes late to or leaving more than thirty minutes early from a rehearsal constitutes an absence.
- I understand that I was asked to list ALL conflicts on my conflict sheet BEFORE my audition. If I am not present at any rehearsals during a time NOT on my conflict sheet, it will be considered an unexcused absence. If I have one unexcused absence and I am not already double cast or have an understudy, I may be removed from my assigned role. If I have two unexcused absences, I may be removed from the show entirely.
- I agree to arrive at rehearsals on time and in appropriate clothing and shoes.
- If I miss a choreography rehearsal or if I have arrived too late (to be determined by the choreographer), I am responsible to connect with the choreographer or dance captain to cover any missed material. If too much material has been missed, I understand that I may forfeit participation in that dance number, regardless of the excuse and regardless of prior notice.
- I will remain at rehearsals until the rehearsal is completed and I am excused. I understand that for my safety, if I am under age 18, I am not allowed to leave the rehearsal/theater premises without adult permission and supervision.
- I understand that work is not an excuse to miss a rehearsal.

BEHAVIOR:

- I will be respectful and courteous to the directors, the cast and crew members, and the volunteers.
- I will maintain a positive and cooperative attitude and support and encourage my fellow performers. I will listen while others are being rehearsed or coached.
- I will be prepared for rehearsals with my script and a pencil.
- I will have my lines memorized on due dates. I will practice outside of rehearsal.
- I understand that no food or drink is allowed on the dance/rehearsal floor or stage.
- I will help clean up the rehearsal/performance hall and dressing rooms after rehearsal and performances.
- I know that if the director thinks I am not fulfilling my obligations, they will have a conference with me that could result in my removal from the show at any time. If this does happen, I understand his/her decision is final and no fees will be refunded. If I am under 18 my parents will be notified.

PERFORMER SIGNATURE:

DATE:

PARENT/GUARDIAN SIGNATURE:

DATE:

Parent or Guardian signature required if cast/crewmember is under 18 at the time of audition



CASTING, REFUND, AND ATTENDANCE POLICIES

OceansideTheatre Company’s (OTC) acceptance of your registration is not a commitment to you being cast and performing in this production; Oceanside Theatre Company can make no commitment regarding specific roles.

- Your commitment to OTC is to participate fully in our production and Summer Camp. Should you decide not to participate for any reason, no fees will be refunded if you withdraw from the production.
- If at any time during the rehearsal period OTC determines that the production must be canceled due to public health directives or suggested guidelines on social distancing, your production fee is fully refundable. If you opt for a refund, it will be mailed within two weeks of the cancellation announcement to the person who paid the production fee.
- It is extremely important that every performer is at camp each day. For the good of the show and out of respect for the performers and staff, we must know that we have your part covered. Attendance will be taken at each rehearsal.
- We ask you to list ALL conflicts on your conflict sheet BEFORE auditioning. If you are not present at any camp rehearsals during a time NOT on your conflict sheet, it will be considered an unexcused absence. If you have one unexcused absence and you are not already double cast or have an understudy, you may be removed from your assigned role. If you have two unexcused absences, you may be removed from the show entirely.
- Arriving more than 30 minutes late or leaving early from rehearsal is considered an absence. Unless the performer has prearranged a late absence with the director, no absences are allowed after the specific date designated on the conflict form. The same rules will apply to virtual rehearsals as to in-person rehearsals.
- Cast members not meeting the obligations of their Performer’s Contract may be removed from the show at any time with no fees refunded.
- Cast members who break theater equipment (for example, microphones) because of negligence or inappropriate behavior must be financially responsible for such equipment.
- By signing and submitting this form I signify that I have read and understood the Casting, Refund, and Attendance policies. I understand them and agree to abide by them.

PERFORMER SIGNATURE:

DATE:

PARENT/GUARDIAN
SIGNATURE:

DATE:

Parent or Guardian signature required if cast/crewmember is under 18 at the time of audition



MEDICAL RELEASE

If cast/crewmember is under 18, parent/guardian must fill this out:

NAME OF CAST MEMBER:

BIRTHDATE:

AGE:

HOME PHONE:

DAY PHONE:

CELL PHONE:

INSURANCE PROVIDER:

PHONE:

INSURANCE POLICY NUMBER:

FAMILY DOCTOR:

PHONE:

ADDRESS:

PHONE:

FAMILY DENTIST:

ADDRESS:

EMERGENCY CONTACT:

Please provide us with the name of an additional emergency contact (friend, relative, etc.)

NAME:

RELATIONSHIP:

PHONE 1:

PHONE 2:

PHONE 3:



PARENT/GUARDIAN INFORMATION:

If cast/crewmember is under 18, please fill out the following

GUARDIAN ONE NAME:

PRIMARY PHONE:	PHONE 2:	PHONE 3:
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GUARDIAN TWO NAME:

PRIMARY PHONE:	PHONE 2:	PHONE 3:
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Is there anything else you would like to tell us about yourself (or your child in the case of minors)?

READ THE FOLLOWING INFORMATION BEFORE SIGNING

- In the event an individual over 18 is injured and is unable to communicate, OTC will try to reach the emergency contact listed above.
- In the event a child under the age of 18 is injured or an emergency occurs, OTC will make every effort to reach the parent. If the parent cannot be reached, OTC will try to reach the emergency contact listed above.
- If possible, OTC will call the designated doctor or dentist. However, if deemed necessary because of the nature of the injury or emergency, OTC will obtain treatment from the nearest hospital. Please sign below to give your permission to obtain medical assistance for yourself or your child as described above in the event of an injury or emergency.

SIGNATURE:

DATE:

If cast/crewmember is under age 18 at the time of audition, a parent or guardian is required to sign this medical form



PHOTO/VIDEO RELEASE

I, _____ (name of cast member), hereby grant Oceanside Theatre Company (OTC) permission to photograph, tape, film, or record _____ (name of cast member) as a participant in this production. I understand that OTC may choose to photograph, film, tape or record the above-named participant for publicity, documentation, or ticket sales purposes, and that by signing this Photo Release form I give them full permission and waive all copyright and future considerations.

SIGNATURE:

DATE:

If cast/crewmember is under age 18 at the time of audition, a parent or guardian is required to sign this waiver

RELEASE OF LIABILITY

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Oceanside Theatre Company does its utmost to ensure the health and safety of its participants. Parents of minor children participating in OTC productions are advised to be mindful of the fact that performance in (and rehearsing for) live theatre has the potential for risk of danger (including, but not limited to, use of costumes, use of stage props, use of stage weapons such as blades or firearms, use of stage pyrotechnics, etc).

I, _____ (name of cast member), Acknowledge that my participation in this production is voluntary. I acknowledge that I have been advised of the potential dangers of performing in live theatre. After deliberation, I elect to voluntarily participate in this production. I agree to exercise due care and diligence while participating in this production and to heed all instructions given to me with regard to safety and procedure in the rehearsal hall/performance venue and the surrounding area. I agree to hold harmless (and waive any claim or action against) OTC, its agents, owners, directors, the board of directors, producers and staff from any liability, fault or action arising from participation in this production.

PERFORMER SIGNATURE:

DATE:

PARENT/GUARDIAN
SIGNATURE:

DATE:

Parent or Guardian signature required if cast/crewmember is under 18 at the time of audition



COSTUME INFORMATION SHEET

NAME:

AGE:

CONTACT :

CELL PHONE:

MEASUREMENT INSTRUCTIONS

Please do not measure yourself. Have someone use a cloth measuring tape to take your measurements wearing thin clothing or underdressing. All shapes are beautiful - please help us make your costumes look great by accurately recording your measurements.

Height:		Weight (optional):	
Head Circumference (above ear):		Chest (under armpits):	
Inside Leg (crotch to bottom of ankle bone):		Bust (at fullest spot):	
Outside Leg (waist to bottom of ankle bone):		Waist (at belly button):	
Arm length (shoulder to wrist):		Hip (at fullest spot):	
Shoulder to shoulder width (outside)		Neck circumference (base of neck)	

FEMALE CLOTHING SIZES

Dress Size (number):	Women: _____	Juniors: _____	Girls: _____
Pants Size (number):	Women: _____	Juniors: _____	Girls: _____
Shirt Size :	Women: _____ (S/M/L/XL)	Juniors: _____	Girls: _____
Shoe Size:			

MALE CLOTHING SIZES

Pants Size :	Boy's (number): _____	Men's (waist/inseam): _____
Shirt Size:	Boy's (number): _____	Men's (S/M/L/XL) _____
Shoe Size:		
Suit Jacket Size: (number, eg 40R)		



GUARDIAN COMMITTEES/VOLUNTEERS

For our theatre productions to run smoothly and successfully, we ask a parent/guardian to serve on one committee. In some cases, the time commitment is confined to performance weekend (ushering, concession help, backstage help). In other cases, volunteers work a bit more during the rehearsal period and into the production phase of the show. Most parents find they usually lend a helping hand to the success of our shows anyway, but we would like to give you an opportunity to choose a direction for your helping. Here is the list, in alphabetical order, of possible committees/volunteer opportunities. Sign-ups for committees will take place at our first parent meeting.

Backstage/Rehearsals: Help supervise and keep cast members safe at rehearsals, in the theater, and backstage. Assist in keeping the cast quiet and organized, being aware of what scenes are coming up (these are posted), and help with quick costume changes. Collect lost-and-found items, straighten up the green room after the performance. Members need to arrive at the cast call time before each performance.

Concessions: Sell and chill drinks, sell candy, etc. The committee chair purchases the inventory and keeps track of the cash box.

Costumes: Costume crew needed. Volunteers help with tasks such as alterations, crafting, steaming/ironing, washing laundry, designing, sewing, setting up the dressing room, supervising the dressing room, logging costumes, and assisting with costume changes. Attend rehearsals periodically to check on costume changes, additions, or deletions and to fit costumes as needed. Participate in strike after the final performance to collect costumes. More details will be provided on the signup sheets at the first parent meeting.

House: Volunteer opportunities are ushering, selling tickets, selling flowers, selling candy grams, etc. We will need one committee head to oversee each area. Volunteers arrive one hour before the performance. More details will be available at the first parent meeting.

Properties: Props are any movable objects on the stage that actors have direct contact with. Volunteers needed. Work with the director to understand prop needs. Gather props by borrowing, building or buying (within the budget) them during the rehearsal period. Make props available for rehearsal by transporting back and forth and storing them. Set props before, during and after each performance, including all dress rehearsals.

Set Crew Load in and out: Volunteers are needed only during the technical week of production. This is an ideal committee for people who are handy with tools but who might not necessarily have a lot of time to devote to the show. Under the direction of our committee chair, volunteers help unload the set at the venue, help with the build at the theatre and load the set at the end of the production weekend.

Social: Plan/coordinate: VIP reception for sponsors, cast party, gatherings.