

# Terms and Conditions – Letter of Agreement

## Nutcracker Cast 2019

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### ATTENDANCE

Cast members are obligated to **attend all scheduled rehearsals, arrive on time** and be prepared to dance. With only 10 weeks to prepare, attendance at rehearsals is mandatory. Should an emergency arise, cast members must contact Rehearsal Assistant Lauren Frost immediately at [frost@cuballet.com](mailto:frost@cuballet.com).

The rehearsal dates/times listed below represent those times during which the Artistic Director, at her discretion and with advance notification, may schedule rehearsals. Depending on the progress of dancers and production elements, it is likely that a lighter weeknight schedule will result. Weekend and tech week rehearsals are firm.

### **Cast members must be available for rehearsals and performances, without conflict, on the following dates/times through December 8th:**

#### **Dutch Dairy**

Every Saturday 11:30am - 12:15pm Rehearsal  
Tech Week/Performances Dec 2 - Dec 8: all weeknights and weekends  
*\*No Rehearsal during Thanksgiving weekend: November 28-December 1*

#### **Mice, Soldiers, and Party Scene**

Every Saturday 2:50 - 3:00 pm: Warm up (Mice, Soldiers and Child Rats)  
3:00 - 4:00 pm: *Battle Scene* Rehearsal (must be available from 2:00-5:00pm in November)  
4:00 - 5:00 pm: *Party Scene* Rehearsal  
Tech Week/Performances Dec 1 – Dec 8: All weeknights and weekends  
*\*No Rehearsal during Thanksgiving weekend: November 28-30*

#### **Chinese Dragon Legs**

Fridays 6:45 - 7:15 pm: On dates TBA  
Tech Week/Performances Dec 1 – Dec 8: All weeknights and weekends  
*\*No Rehearsal during Thanksgiving weekend: November 28-30*

#### **All Other Roles**

Every Monday thru Thursday 6:30 – 9:00pm: As needed  
Fridays 6:45 – 8:45pm: As needed  
Every Saturday 2:00 - 5:00 pm: As needed  
Tech Week/Performances Dec 1 – Dec 8: All weeknights and weekends  
*\*No Rehearsal during Thanksgiving weekend: November 28-30*

### MANDATORY MEETINGS

**All cast members and one parent/guardian** are required to attend a family meeting on Friday, September 13<sup>th</sup> from 5:30-6:30pm. Parent(s) of cast members new to *The Nutcracker* are required to attend a second family meeting scheduled for Saturday, November 2<sup>nd</sup>.

### FEES

Cast members are required to pay a non-refundable fee of \$200 each (or \$300 total where two (2) or more cast members originate from the same immediate family and not a company member(s) of CU Ballet) payable to Champaign Urbana Ballet at the Family Meeting on September 13, 2019. This fee covers rehearsals, costuming, cast party attendance, and a commemorative tee shirt for the cast member's Nutcracker participation. Fees may be waived for families demonstrating need. Please contact Kay Greene at [kay@cuballet.com](mailto:kay@cuballet.com) prior to noon on September 13<sup>th</sup>. All cast members are required to provide their own shoes, tights, stockings, hair accessories and makeup for dress rehearsals and performances consistent with detailed costuming guidelines provided in advance.

### SERVICE HOURS

Parents/guardians of cast members under 18 years of age agree to provide a minimum of twelve (12) service hours to assist with the production (does not include time assisting your individual child). Tasks include sewing, building props, transporting goods, assisting backstage, supervising children, working the boutique, and other jobs requiring limited to no experience.

### ATTITUDE AND APPEARANCE

We expect youth and adults to behave in a positive and respectful manner at all times, and never to act in a manner that is disruptive, antagonizing or uncomfortable to their fellow cast members and company personnel. Disrespectful behavior will not be tolerated and may result in removal from rehearsals and/or performances. The decision to remove a cast member is at the sole discretion of the Artistic Director. Cast members agree to refrain from getting piercings, tattoos, or short haircuts during the rehearsal and performance period.

**(See reverse side/signature required)**

**PHYSICAL CONTACT**

Participation in ballet class and rehearsals may involve manual manipulation of the dancer's body by instructors and rehearsal assistants, in order to teach proper positioning. Choreography may require a dancer to come in physical contact with other dancers. Costume fittings and assistance with costumes backstage and in dressing rooms may involve physical contact with costumers and parent volunteers.

**INJURY, DAMAGES AND/OR LOSS**

Cast members and their parents/guardians agree that they will not hold Champaign Urbana Ballet or any of its staff, board members, contractors or contractor sites (including but not limited to the Champaign Ballet Academy and Krannert Center for the Performing Arts) liable for any injury, damages or loss (personal or property) sustained during rehearsal or performance, or while on property occupied by Champaign Urbana Ballet, or incurred under any circumstances. Safety and avoidance of injury and/or loss are the sole responsibility of cast members and their parents/guardians.

**USE OF NAME AND IMAGES**

Cast members and their parents/guardians agree to allow their names and images (photographs, video and likeness) to be used and distributed to private and/or public organizations (including media) for use in promoting Champaign Urbana Ballet, its initiatives and its authorized collaborators. Production photos, videos and photos of dancers in costume remain the intellectual property of Champaign Urbana Ballet and may not be distributed on publicly accessed websites, social media outlets, advertisements, online or print publications, or other media. However, photos purchased as downloadable files from Darrell Hoemann Photography or photos released by Champaign Urbana Ballet into the public domain; i.e. *News-Gazette*, may be shared on social networking sites.

I (we) agree to the terms and conditions described herein and will abide by them, with the understanding that failure to do so may result in termination of this agreement and my (my child's) removal from Champaign Urbana Ballet and/or its productions.

Signed:

_____	_____	_____	_____
Dancer Signature	Date	Parent or Guardian Signature Of Dancer(s) Under 18 Years	Date

\_\_\_\_\_  
Print Name of Dancer

*A signed copy of this letter of agreement must be submitted to a Champaign Urbana Ballet representative at the mandatory Family Meeting on Friday, September 13, 2019. Cast members **may not participate** in rehearsals without first submitting this signed agreement.*