



Agreement for Participants in ACT1 Productions

ACT1 Theater has a few simple guidelines that we ask for agreement on by participants, and if that participant is a minor, also by their parents. These are for safety, effective rehearsals and the end result of a great show!

NOTIFICATIONS

If you or your child is involved in an ACT1 Theater production, you are hereby advised that our organization is a non-profit, all-volunteer organization and does not carry Workman's Compensation Insurance for participants and volunteers. If you or your child should suffer an injury while participating in a production you will be personally responsible for your medical or injury related expenses. You agree to hold ACT1 Theater and Alpharetta Presbyterian Church, and/or their assignees, harmless in the event of an injury or accident.

If you or your child is involved in an ACT1 Theater production, you authorize and consent that ACT1 Theater shall have the absolute right to copyright, publish, use or assign any and all photos, videotapes and/or sounds recordings, or any part in which you or your child may be included in whole or in part.

Promotion of all productions on Social Media is encouraged; however, all Social Media postings must reflect ACT1 Theater values and reflect well on the production and our host Alpharetta Presbyterian Church.

GENERAL CONDUCT AND EXPECTATIONS

Respect for the Director, Stage Manager(s), Production Team, Board, parents and other actors is expected. No name-calling or profanity is allowed. Physical abuse will not be tolerated. Actors are to be respectful of both the facility and all personal property. Drugs, alcohol, weapons and smoking are strictly prohibited.

There is a minimum 12-hour requirement for actor or parent volunteer work, which may include helping with sets, wardrobe, box office, minor chaperoning, etc. Needs will be communicated early and we will try to honor preferred assignments depending on availability, needs and skills offered.

ACT1 Theater charges no fees for participation; however, actors may be responsible for providing wardrobe pieces of a personal nature specific to each actor, i.e. shoes, tights, underclothing.

There will be comp tickets offered to each actor; regulations regarding these comps may vary from show to show depending on box office needs, but actors are expected to assign these comps and have their guests' desired dates reserved ASAP to secure those dates and give the box office knowledge of each night's availability.

REHEARSALS

At auditions, you must review the rehearsal schedule and indicate all conflicts on the audition form. You must agree to arrive 10 minutes early so rehearsal can start on time. You must attend all rehearsals with which you have not indicated a conflict. In case of an emergency you must contact the Stage Manager. Due to the fluid nature of production progress, actors must be flexible with scheduling and understand that additional rehearsals may be called.

UNDER NO CIRCUMSTANCES CAN ACTORS MISS DRESS REHEARSALS or ANY SHOW DATE.

On the days when you are required to be at rehearsal it is vital that you remain IN the house (seated area of the theater) during rehearsal so you are available when needed. There is a restroom down the hall from the Green Room. Minors are not to go anywhere else without letting the Stage Manager know.

It is important that we all support our fellow actors, the Director and the Stage Manager by paying attention to the rehearsal process, following instructions and not being disruptive to those working while you are 'down'. All actors are to prepare early for their roles and be prepared for indicated blocks of scenes; the other actors depend on you knowing your lines.

Please arrange for prompt pickup or departure at the end of rehearsal; respect the production crew members that cannot leave until the facility is secured. Clean up after yourself and take all personal belongings home with you. We are in shared space, and must leave the theater clean for other groups who will use it.

RUN THROUGH/DRESS REHEARSAL

At this time you must remain in the green room or dressing room unless you are onstage or preparing for an entrance. Absolute quiet is required backstage.

Once props become part of the process, it is important to not move or play with anything that is not assigned to you. Actors depend on finding their props in a specified place every time. If it's not yours—leave it alone.

Once costumes are worn, there is to be no eating or drinking (except water) while in costume or in the dressing rooms or backstage area. Costumes are to be hung up when you are done with them.

The sound system or instruments are not to be handled or played with.

EXTRA NOTES

Parents of minor participants must attend a Child and Youth Safety meeting which will inform all parents of rules and regulations regarding minors in activities at Alpharetta Presbyterian Church. Parents may be required to obtain a background check if volunteering to chaperone groups of minors at special events or backstage. This meeting will be announced at read-thru after determining leadership and parent availability.

Special event opportunities to promote the production may arise (Food Trucks, library appearances, City events); actors and parents are asked to support these activities whenever possible.

SHOW TIME!

Everyone has worked hard to put on a good production! The rules are simple here: Be on time! No eating/drinking in costume or in the dressing rooms. Be respectful to each other. Have a great show!!!

PLEASE SIGN THE FOLLOWING PAGE INDICATING YOU HAVE READ AND AGREE WITH ALL REQUIREMENTS AND RETURN TO THE STAGE MANAGER ALONG WITH YOUR AUDITION FORM

Production: Dickens Christmas Carol: A Traveling Travesty in Two Tumultuous Acts

Director: Jim Nelson

I have read and agree to these guidelines.

Actor: _____ Date: _____

Signature: _____

MINORS:

Actor: _____ Date: _____

Parent: _____ Date: _____

Signature: _____

ADULTS AND MINORS! Emergency Contacts

(If Minors - one must be custodial parent. Must be able to be contacted during any rehearsal in case of transportation needs or emergency. If Contact #2 is not a parent they must know how to contact parents in case of emergency).

Emergency Contact #1: _____

Emergency Contact #1 Phone: _____

Emergency Contact #2: _____

Emergency Contact #2 Phone: _____

ACTORS OF ALL AGES! Please note any allergies, especially food allergies. Cast members frequently bring snacks and there will be a cast party after the run. PLEASE NOTE IF YOU OR YOUR CHILD HAS A MEDICAL PRESCRIPTION OR DEVICE AS AN EMERGENCY MEASURE IN CASE OF A REACTION:



I hereby grant ACT1 Theater permission to use my likeness in photograph(s) or video(s) in any and all of its print materials and in any and all of its other publications, whether now known or hereafter existing, controlled by ACT1 Theater, in perpetuity, and for any use by ACT1 Theater. I will make no monetary or other claim against ACT1 Theater for the use of the photograph(s) or video(s). I understand photography or videography may be copyrighted by the photographer or videographer, and may not be used outside of Act1 Theater purposes without the express written consent of and/or compensation to the photographer or videographer. This agreement begins the date noted below and exists in perpetuity.

Name of Subject (print full legal name) _____

Signature _____

Address _____

City _____ State _____

Zip _____

Phone Number _____

Email _____

Date: _____

For Minors (Under 18 years of age):

Name of Parents/Legal Guardian (print full legal name)

Parent/Legal Guardian

Signature: _____

Date: _____