

Acknowledgement of Production Expectations - Department of Speech and Theatre

The Department of Speech and Theatre views production activities as a critical part of its educational and artistic mission. As a participant in a Speech or Theatre production as an actor, dancer, director, designer, or crew member, I understand that I must maintain a professional, conscientious, and collegial standard of behavior. I understand and accept that, at minimum, I am expected:

- To attend all calls, rehearsals, performances, and strikes as scheduled by the director, choreographer, stage manager or authorized agent, unless excused by my supervisor
- To perform role(s) and/or production assignments in a conscientious and professional manner
- To be on time for all rehearsals and performances
- To learn all lines, songs, blocking, choreography, etc. by the scheduled deadlines
- To complete, sign, and turn in to the stage manager, a student health information form and waiver of liability
- To meet all costume shop measurement appointments and costume fittings as announced or posted
- To return props to designated locations after use
- To replace any costume or property lost or damaged due to abuse or careless action
- To care for costumes by hanging them properly in their designated places and by placing soiled costume pieces in the designated hampers
- To keep dressing, makeup, greenroom, and backstage areas neat and orderly
- To make no unauthorized changes in scripts, costumes, makeup, hair styles, properties, lighting or scenery, blocking, choreography, or interpretation
- To provide personal makeup and hair supplies, except for specialty items
- To provide personal character shoes and dance footwear
- To provide personal rehearsal garments including leotards, tights, skirts, and undergarments
- To maintain an appropriate standard of personal hygiene
- To travel no further than 30 miles from Jackson without permission from a supervisor on dark and performance days
- To return all rental materials by stated deadline
- To strive to maintain a positive attitude toward my assignments and colleagues
- To carry out all assigned production duties

I understand and agree that my failure to adhere to the above listed practices may lead to punitive actions including, but not limited to, removal from the production, removal from my program of study, a failing grade if taken for class credit, or other actions as determined appropriate by the production's director, director of theatre, or theatre faculty.

Title of Production _____

Nature of Participation (e.g., actor, crew member, etc.) _____

Participant's Name (printed) _____

Participant's Signature _____ Date _____