



Completed application for new auditioners must be brought to the auditions on **Wednesday, October 28**. Auditions are by appointment only.

HOLIDAY EXTRAVANGA 2009

ALL AUDITIONS, REHEARSALS AND PERFORMANCES take place at the Gloria Dei Lutheran Church, 2121 S. Dupre near Napoleon Ave. and at the the NORD Ty Tracy Theater, Gallier Hall, 1st Floor, 545 St. Charles Ave.

Rehearsals will start on Sunday, November 1. The full calendar of rehearsals and performances will be available at the audition.

AUDITIONS To qualify for auditions, the intend to audition form must be received by Crescent City Lights by 6:00 pm on Tuesday, October 27.

This application is 8 pages. Please download and complete all pages. Please review the following checklist and verify that all of the documents have been assembled and completed including the required attachments.

Please complete this checklist to verify that you have completed this entire application.

- Page 1 Checklist
- Page 2 Performer Information and Performing Arts Experience
- Page 3 Production Policies including Attendance, Casting and Media Release
- Page 4 Tuition and Refund Policy
- Page 5 Medical Release
- Page 6 Contract of Commitment
- Page 7 Performer's Essay, Copy of School Grades and T-Shirt Size
- Attachment Handwritten Essay (computer generated essays are NOT accepted)
- Attachment Copy of Most Recent Report Card
- Recent photograph of performer
- \$10 audition application fee

Please check and verify that signatures are on the following pages:

Applications without the required signatures are considered incomplete and will not be processed.

- Pages 2, 3, 6 & 7 Parent's and Performer's Signature
- Pages 4 & 5 Parent's Signature

*******NORD CRESCENT CITY LIGHTS YOUTH THEATER WILL NOT HONOR ANY INCOMPLETE APPLICATIONS FROM NEW OR RETURNING STUDENTS.**

ALL PORTIONS OF THE APPLICATION MUST BE COMPLETED AND TURNED IN AT THE SAME TIME.

Applicant Information

Performer's Name: _____

Performer's Address: _____
(Address) (Apt. #) (City) (Zip Code)

Performer's Home Phone: _____ Cell Phone: _____ Email address: _____

Male: __ Female: __ Age: _____ Date of Birth: _____ Grade Entering in Fall: _____

School _____

Primary Parent or Guardian's Name: _____

Relationship: Mother Father Grandparent Guardian

Primary Parent or Guardian's Address: _____

City: _____ Zip Code: _____

Telephone: Home _____ Work _____ Cell _____

Occupation: _____ Employer: _____

E-mail: _____

Secondary Parent or Guardian's Name (if applicable): _____

Relationship: Mother Father Grandparent Guardian

Secondary Parent or Guardian's Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: Home _____ Work _____ Cell _____

Occupation: _____ Employer: _____

E-mail: _____

PART TWO Previous Performing Arts Experience *(Please answer the questions below. You may attach a resume.)*

Have you sung before? Yes No If yes, where? Name of Choir _____

Do you think you have a high or low voice? Check one: High Low Don't know

Voice Range: (Grades 8 and up) if you know it _____ Boys: Has your voice changed and gotten lower? Yes No

Theater Experience (School or Community) _____

Dance Experience: Yes No If yes, where? _____

Music Lessons Yes No If yes, what instrument and how long? _____

Other Theatrical Skills, Abilities, or Other Extracurricular Activities _____

Have you been in other NORD Crescent City Lights productions? Yes No If yes, list which shows: _____

How did you hear about Crescent City Lights Youth Theater? (Please check one)

Newspaper NORD Teacher/School Website Via e-mail Other _____

Parent's Signature _____ Performer's Signature _____ Date ___/___/___

NORD/CCL PRODUCTION POLICIES

AUDITION INFORMATION — All applicants must take part in auditions (*including former NORD Crescent City Lights’ participants*). At the auditions, the staff will teach you a song and a few dance steps and the performer will be asked to read from the script. No prepared material is necessary or allowed.

ATTIRE — Come prepared to move in closed toe shoes (no open-toed shoes) and comfortable shorts or pants. Pants must be able to be danced in. Girls, no dresses or skirts. Girls, please wear your hair in a ponytail. If you have bangs, please wear a headband to keep your hair out of your eyes. **If your attire is not appropriate, you will NOT be allowed to audition.**

CALL BACKS & INTERVIEWS - Applicants who pass the initial audition may be asked to return for a callback audition. A personal interview may also be conducted to determine the final cast.

CASTING POLICY — NORD/CCL productions are cast during the 1st week of rehearsals. The auditions are to determine the members of the cast not individual roles. It is the NORD/CCL policy to cast the show as creatively as possible within the abilities of the performers. When the casting is announced, some performers may not be happy with the parts that they have been assigned. Should you feel the need to discuss the casting with staff members, please put your concerns in writing and MAIL it to Julie Condy at the CCL business office. It is the artistic staff’s ultimate decision regarding how the show is cast. Staff members will NOT discuss these issues with you prior to a letter being sent via USPS and received by Julie Condy. **E-mails and faxes will not be considered.**

ATTENDANCE POLICY — Each performer is expected to attend all rehearsals and performances. Any existing conflicts must be noted on the calendar that is included with this application. A maximum of three absences is permitted. Should a performer miss more than 3 days, their role may be reassigned to another cast member.

TARDY POLICY — Performers are expected to be in the theatre ready to rehearse at the rehearsal start time. They should already have signed in by then. Arrivals after that time are considered tardy. Three tardies make one absence. NORD/CCL has much to accomplish in a small amount of time. Promptness is vital to any performing artist.

PRODUCTION ORIENTATION --- The first rehearsal for the production is a mandatory orientation meeting including the performer and their parents. The person most responsible for the child’s participation is EXPECTED to attend.

DROP OFF AND PICK UP --- At NORD Theatre, parents must drop off and pick up their performer via Lafayette St. No child is allowed to wait on St. Charles Ave for pickup. Pickup must be prompt at the designated time. After 15 minutes, there will be a \$5 fee for every five minutes that a parent is late for pick up. That fee must be paid before the performer is allowed to continue rehearsing/performing.

FAMILY VOLUNTEER RESPONSIBILITES — A NORD/CCL production is not possible without the combined efforts of all the performers’ families. Our budget is very small and we receive very limited funding through the New Orleans Recreation Department. Therefore, the success of the production depends on our parent volunteers. We ask that each parent volunteer a minimum of 4 hours towards the productions. (In practice, many parent volunteer much more time than that because they are having so much fun!) These volunteer opportunities will be explained during the mandatory orientation.

ADVERTISING AND PROMOTIONAL RELEASE — By your child’s participating in this NORD/Crescent City Lights production, you hereby consent to the reproduction and/or use of any and all photographs, videotape, films, or other recordings of my child for advertising, promotional or other purpose by the City of New Orleans, New Orleans Recreation Department, Crescent City Lights Youth Theater and Stage to Stage, Inc. without compensation.

I have read the above policies and understand that these policies are required for participation in the NORD/Crescent City Lights Youth Theater.

Parent’s Signature _____ Performer’s Signature _____ Date ___/___/___

TUITION AND REFUND POLICY

Fee Schedule:

\$10 Audition Fee

\$325 Tuition

\$10 Audition Fee is at the time of the audition on Wednesday, October 28th. No Exceptions!

Tuition is due at the time of the 1st rehearsal. Arrangements can be made for installment payments. All payments must be complete by December 1.

Payments are accepted by check or cash (in person only).

Payment by credit card will be arranged via the internet Google checkout

There is a \$10 processing fee for credit card payments. Credit card payments are not otherwise accepted.

NO REFUNDS WILL BE GIVEN. Make certain that your performer genuinely wants to be a part of this program.

There is a \$35 service charge on any returned check. Please be aware that the performer will NOT be allowed to attend rehearsals until payment has been made.

If you are applying for a financial need scholarship, please attach the scholarship application to this audition application form.

Incomplete scholarship applications are not accepted.

Please check here if you are applying for a partial or full financial need scholarship. Please note that only one scholarship per family/household will be awarded.

Parent's Signature _____ Date ___/___/___

This entire application is due at the time of the audition.

If it is complete earlier you can bring it to our business office;
Stage to Stage, Inc. home of the Crescent City Lights Youth Theater
305 Baronne St., Suite 302, New Orleans, LA 70112

Our office is on the 3rd floor, just out of the elevator lobby.

Located at the corner of Baronne and Gravier St. (above the former O'Henry's Restaurant)
The building is open from 8:00 am to 6:00 pm, Monday through Friday.

MEDICAL RELEASE FORM

Performer's Name: _____

Name of Parent/Guardian: _____

Emergency Medical Contact (in case parents/guardian cannot be reached):

Name: _____ Relationship: _____

Address: _____

home Phone: _____ Cell Phone: _____

Primary Physician: _____
(Name) (Hospital) (Phone)

Does your child have allergies? ___ No ___ Yes

If Yes, please indicate type and allergic reactions _____

If reaction occurs, are there special instructions? _____

Is your child taking any medication? ___ No ___ Yes

If Yes, please indicate medication name: _____

Dosage: _____ Reason for taking: _____

If yes, do they take it on weekdays? ___ Yes ___ No Weekends? ___ Yes ___ No

Does your child have any allergic reactions to medication? ___ No ___ Yes If Yes, please indicate:

Crescent City Lights Youth Theater wants to make this production the best experience possible for your child. Please describe below any chronic health problems or behavior issues your child has or has had, such as asthma, emotional problems, learning problems, etc.

This information will not put a stigma on a child. In contrast, it will help the staff adjust their teaching strategies to better serve your child and make their summer a memorable one.

I, (we), the undersigned, do hereby authorize representatives of the NORD/Crescent City Lights Youth Theater (such representatives to be employees, directors or identified volunteers) to serve as agents for the undersigned to consent to any X-ray exam, anesthetic, medical or surgical diagnosis or treatment and hospital care which is deemed advisable by and is to be rendered under the general or specific supervision of any licensed physician or surgeon on the medical staff of any hospital licensed by the State of Louisiana whether such diagnosis or treatment is rendered at the office of said physician or at said hospital or some other site.

It is understood that this authorization is given in advance of any specific diagnosis, treatment or hospital care being required, but is given to provide any power on the part of the aforesaid agent to give specific consent to any and all such diagnosis, treatment or hospital care which the aforementioned physician in the exercise of this best judgment may deem available.

I (we) also understand and agree that NORD and the Crescent City Lights Youth Theater will not be held responsible for injuries which occur to self/child while attending or participation in any NORD/CCL functions.

This authorization shall remain valid for the duration of the participant's current registration with NORD/CCL.

Parent's Signature _____ Date ___/___/___

Contract of Commitment

Student and Parent: Please read this contract together. Discuss each item to be sure that you understand the expectations of NORD/Crescent City Lights Youth Theater, Inc. Please check each box to show that you understand and agree to abide by NORD/Crescent City Lights Youth Theater policy.

PERFORMER: If I am accepted as a NORD Crescent City Lights cast member, I understand that I will be expected to:

- Be a full member of an arts performing team striving to do the best of my ability at all times.
- Behave and speak in a respectful manner cooperating with staff, volunteers and fellow cast members at all times.
- Respect the building rules and use guidelines for any facility that I rehearse or perform in.
- Not intimidate or threaten other cast members or volunteers; no public displays of affection.
- Attend all rehearsals and performances.
- Arrive on time for all rehearsals and performances.
- Make my own transportation arrangements for rehearsals and performances.
- Dress appropriately for activities.
- Not use drugs, tobacco or alcohol or carry any weapons. Any illegal substance(s) or weapons found in my possession may result in dismissal from the cast.
- Leave all valuables & electronic equipment at home (including jewelry, radios, CD players, video games, I-pods, etc.)
- Turn off all cell phones during activities.
- I understand that if I break this pledge I will be dismissed from the program without refund of tuition.

I, as a participant in NORD/Crescent City Lights, pledge to carry out my responsibilities to the best of my ability.

Performer's Signature _____ Date ___/___/___

PARENT/GUARDIAN: If my child is accepted into this NORD Crescent City Lights Youth Theater program, I will assist my child in maintaining his/her contract to Crescent City Lights and understand that:

- I am responsible for getting my child to all rehearsals and performances at the appropriate time.
- I understand that my volunteer assistance is vital to the success of the NORD Crescent City Lights Youth Theater program. I agree to assist during rehearsals and performances as needed for a minimum of 4 hours.
- NORD Crescent City Lights Youth Theater programs are sustained in part by tuition and I understand that if my child is accepted and begins the program, my obligation to pay for the full program is unconditional and cannot be refunded for subsequent dismissal, absences or withdrawal.
- I understand that NORD Crescent City Lights Youth Theater reserves the right to dismiss a student whose actions are not in keeping with NORD Crescent City Lights policy including disrespect for other people or property.
- I understand it is my own responsibility to cover my child with medical insurance.
- I understand that it is mandatory for me to attend the initial orientation session with my child held at the time of the first rehearsal.
- I understand that the casting of roles in the production is entirely a decision made by staff members based on my child's current performing abilities as demonstrated at the audition for the current program. I understand that each production has its own unique casting requirements and that casting does not involve cast member's parents in any manner.

Parent's Signature _____ Date ___/___/___

Your expectations of the Staff of the NORD Crescent City Lights Youth Theater.

- 1) We provide training in drama, dance and voice as for the production through instruction by qualified staff members.
- 2) Each cast member will be involved in the production as best fits their natural talent observed by staff members at the time of audition and during the initial rehearsals.
- 3) Our staff are available to you if case of any questions or concerns regarding your child. Should your child has any personal or physical difficulties, we will work with your child to the fullest extent possible provided we have been made aware of the situation.
- 4) We provide your child with a fun, exciting and educational experience increasing your child's personal and performance skills while creating a performance of high quality worthy of attendance by the general public.
- 5) We treat all cast members, volunteers and audience members with professional courtesy.

Performer Essay (to be attached to application packet)

Please write a paragraph telling our staff why you want to be a part of the Crescent City Lights Youth Theater. If you are new to NORD/CCL, describe why you want to be a part of our theater program. What do you like about performing? What would you like to learn?

If you are a previous cast member, tell us why it is important for you to return to NORD/CCL and what you learned from being a part of previous production(s). Let us know how you are doing in school, if you are involved in other performing arts or extracurricular activities.

Paragraph must be HANDWRITTEN by the applying student.

Typed essays will not be accepted.

We want this essay to be from the creative heart of each individual student so that our staff has a glimpse into the inner personal thoughts of the student performer.

Students, we know it's tough to find the time to quiet your mind and write down your thoughts. This is very important to our staff since we truly care about you and would like to know your own personal thoughts. If you want it to be private between Crescent City Lights staff and you, put it in a sealed envelope and include it with your application. We, the staff, were kids too once. We remember what it was like.

Copy of Report Card (to be attached to application packet)

Please include copy of your child's most recent grades (either 3rd or 4th quarter). We believe that good grades are to be strived for by every child. Requiring grades for admission demonstrates to our cast members that grades are important in life as well as in school.

If you are being homeschooled, please include a signed letter from your home school describing your work and your grade level.

Conflict Calendar—to be completed at the audition

The last two pages of the application are the conflict calendar for each session. Please indicate any currently scheduled events that the performer has already committed to attend. If the performer has no conflicting events, then check the blank in the box for no conflicts. If the performer is auditioning for both productions, please include both conflict calendars.

Performer's T-Shirt Size

Please circle the best T-shirt Size for your child. Please check with your child and make sure that the size is correct. We order a limited number of shirts in each size and will not be able to reprint any. Better to order larger than smaller.

- | | | |
|---------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> CHILD Medium | <input type="checkbox"/> CHILD Large | <input type="checkbox"/> ADULT Small |
| <input type="checkbox"/> ADULT Medium | <input type="checkbox"/> ADULT Large | <input type="checkbox"/> ADULT X-Large <input type="checkbox"/> ADULT XX-Large |

Recent Photograph of Performer— This photo will NOT be returned and is for our files.

PHOTO ATTACHED.

That's it. You are done! Yes, it is a long application, however, we want you, the performer and the parent, to be fully informed about NORD/CCL Youth Theater. Our program is very intensive and demands an intensive time commitment on the part of the performer and their family.

The result of that commitment is a fun experience that your performer will never forget and one that will change their attitudes and life experiences in a most positive manner. Usually between 50 and 75% of our cast members are returning from a previous NORD/CCL production. We, the staff, are looking forward to a wonderful production!

The full rehearsal schedule will be available at the audition. Please bring your calendar so that you can verify with NORD/CCL any scheduling conflicts that the performer may already have.

While we make every effort to have an accurate schedule, please be aware that this schedule is subject to change. Below are the instructions for completing the calendar.

Please include the calendar for the session that you are applying to audition for. If you would like to audition for both productions, please include both calendars.

Please circle any dates that you already have something scheduled for during the rehearsal time period.

If you have no conflicting events, please check the box on the calendar for no conflicts.

Please be aware that you must be available for ALL performances and ALL rehearsals during the final two weeks of rehearsals.

The first rehearsal is a MANDATORY orientation for BOTH the active parent and the child performer. The active parent is the parent who is most responsible for the child's activities. That parent MUST attend this meeting in order for their child to participate.

For your information on abbreviations listed on the calendar: TBD — to be determined.
Call Time — the time that the performers need to be in the theater before a performance.
Perf. — performance. GDL — Held at Gloria Del Lutheran Church NORD—Held at NORD Theatre

MORE INFO ON THE SHOW ROLES

The 2009 Holiday Extravaganza will feature two fun shows written for young people's voices, *The North Pole Star* and *Santa's Rockin' Christmas Eve*. Both shows are in the format of a television show.

The North Pole Star (which debuted with NORD/CCL last year) is similar to American Idol with the Santa's reindeer as the auditioners and *Santa's Rockin' Christmas Eve* features elves, reindeer, do-wop singers and other characters. There will be lots of stage time for everyone in the show.