

Illinois Youth Dance Theatre

Presents

the

Puttcracker

OPEN AUDITION



Dancers Age 3-18

Audition & Membership Information Packet

Audition Dates

August 29, 2018

Junior Apprentice & Junior Company

Age 3 through IDC Ballet Level 5

5:00 PM Registration/Enrollment

5:30 PM -6:00 PM Parent Meeting and **Pre-**

Ballet Auditions

5:45 Dancer Warm-up for Ballet 1-5

6:30 Junior Level Auditions

August 30, 2018

Senior Apprentice & Senior Company

Advanced dancers with minimum 2 years

pointe work experience or teacher

recommendation

5:00 PM Registration/Enrollment

6:00 PM Parent Meeting and Dancer Warm-up

6:45 PM Auditions

MEMBER NAME: _____

Ballet Level: _____

Please stop at each table unless otherwise directed!

 **Step #1 – Paperwork (All must all be completed and signed)**

- Student Membership Application
- Application Fees Worksheet
- Code of Conduct & Costume Agreement

 **Step #2 – Volunteer Sign up**

- Sign up for minimum of 10 hours per member family
 - Opted for Buyout (\$500.00)
 - Credit Card or post-dated check

 **Step #3 – Payments**

- Payments Received or payment plan established
- Audition number given & dancer proceeds to audition room!

 **Step #4 – Fundraising**

- Cash Raffle Tickets received
- Monday Night Football Books received
- Dance-A-Thon Pledge Sheet received

AUDITION WELCOME LETTER

Welcome newcomers and returning dancers. We are proud to announce our 19th annual production of "The Nutcracker" on Thursday, December 20 @ 7:00 p.m., Friday, December 21 @ 7:00 p.m., Saturday, December 22 @ 1:00 & 7:00 p.m. and Sunday, December 23 @ 3:00 p.m. All performances will be held at the Lake Zurich Performing Arts Center.

Auditions are open to ALL ballet students, regardless of studio affiliation. All Non-IDC students who wish to audition may continue to dance at their home studio, providing there are no conflicts with scheduled rehearsals. All fees for rehearsals and most costume needs are included in your production fee as well as a DVD and Cast T-Shirt from the production.

Please read the following informational notes and requirements. If you have any questions or concerns, please let us know as soon as possible. We are here to help make this a wonderful experience for you and your dancer. If you have questions, please do not hesitate to contact us at info@iydt.org.

Membership Requirements

- All IYDT Member Applicants are required to submit all forms, pay membership & production fees, fundraising fee deposit or buyouts, and sign up for volunteer hours or pay buy-out, **at the time of auditions**.
- **To assure IYDT's high standards of training, all cast members must be currently enrolled in ballet technique & pointe classes (when applicable) during the entire production year. If dancer is not currently enrolled with IYDT's home studio, Illinois Dance Conservatory, then we will occasionally check on student's enrollment and attendance at their selected studio, to be sure requirements are being met. If you are not enrolled in a full program it may affect casting eligibility.**
 - **Pre-Professional Senior:** Must be enrolled in IDC Senior Level Full Program – weekly study includes at least four (4) ballet technique, four (4) pointe and at least one (1) contemporary style class each week.
 - **Senior Level:** Weekly study must include at least three (3) weekly ballet technique classes plus have a minimum of two (2) current years of pointe work.
 - **Pre-Professional Junior:** Must be enrolled in IDC Junior Level Full Program – weekly study includes three (3) or four (4) ballet technique (determined with IDC level), two (2) Pre-Pointe or Beginning Pointe and at least one (1) contemporary style class each week.
 - **Junior Level:** Weekly study must include at least two (2) ballet technique classes per week.
 - **Junior Apprentice Level:** Must be enrolled in at least one (1) ballet technique class per week.

Volunteering

- Each family is required to volunteer a minimum of ***ten hours*** of time per production. These hours must include volunteer hours during Pre-Show and/or Post Show as well as hours during production week! You must sign up for volunteer hours at Audition Check-in.
- If you are unable to dedicate this amount of time then you can opt-out for a fee of **\$500** per production. This fee is needed to cover the cost of hiring additional help.
- We will collect and hold a volunteer deposit (post-dated check \$500 or credit card \$515) at the time of auditions to be ***destroyed*** once the member family achieves the minimum requirement.

Tickets for Performances

- All IYDT Members receive one-week advance ticket sales for all productions.
- IYDT uses an online Ticketing Program to sell and track all ticket sales. All tickets are processed through this program. We accept Visa, MasterCard and Discover credit card sales.
- Will Call ticket orders will be accepted on prepaid ticket purchases only – NO TICKETS WILL BE HELD WITHOUT PAYMENT.

Fundraising

- IYDT will participate in several fundraising events throughout the production season. Each member family is required to either sell a minimum number of items as set by that particular fundraiser or pay a buy-out fee for that fundraiser. Participation requirements are outlined below.
 - Item Raffle: \$100.00 worth of raffle tickets per production. This is a mandatory fundraiser for each production and is collected as part of the “Fee Worksheet” at the time of audition. You may sell the tickets and recoup your money, or submit the tickets under your own name.
 - Poinsettia Plant Sale: We ask each member to sell a minimum of 10 plants. Each plant ranges from \$10 - \$15 depending on style chosen. Buy-out for this fundraiser will be \$100.00 per member family. Usually begins in October. Ask about our incentives to sell beyond your “required” amount.
 - Monday Night Football Raffle Books: Each member family is required to sell a minimum of 10 books, at \$20 each. You will be required to provide a \$200 deposit (check or credit card) with your audition paperwork.
 - Dance-A-Thon: This event will take place September 22. Proceeds from this event will be split between IYDT and a named charitable cause. Minimum pledge amount total is \$50.
 - This is not an exhaustive list. We are currently working on additional fundraising activities such as the Super Bowl Square Fundraiser. All future announced fundraisers during this production season will have specific participation requirements OR a buy-out option will be given. If you have a successful fundraising idea, and are willing to coordinate the details, please contact us via email at info@iydt.org. We are always looking for good fundraisers.

Rehearsals & Absences

- Rehearsals are scheduled to be held on Tuesdays from 8:15-9:15pm, Thursdays from 8:15-9:15pm, Saturdays from 3:00-6:30 pm and Sundays, time TBD depending on level and casting. Not all roles will rehearse each day. Schedules will be posted and emailed each week.
- All IYDT Members are required to attend all scheduled rehearsals, performances, AND Tech Week.
- All absences must be reported to the IDC/IYDT staff via phone or email PRIOR to student's absence. The number of total absences includes both excused and unexcused and are based on membership level and the number of weekly required rehearsals for that level. They are as follows:
 - Pre-Professional Senior Members, Senior Members will be allowed 5 total absences
 - Pre-Professional Junior Members & Junior Members will be allowed 5 total absences.
 - Junior Apprentice Company Members will be allowed 3 total absences
- Absences greater than the allowed amount could result in the dancer being removed from their role(s) in the production and is at the sole discretion of the Artistic Directors. Fees will not be refunded. Each dancer will be required to turn in a signed dancer contract after casting is posted, listing in advance any known rehearsal days that they will miss.
 - All dancer weekly attendance will be monitored by the IYDT Board Members for compliance.

Costumes

- Members use IYDT's professional costuming and props for all productions.
- Each member may be required to purchase special tights, shoes, hair pieces or spankies depending on their role(s).
- All announced costume fittings for your member are mandatory to assure the best possible fit.
- Members will be responsible for all basic costume alterations this year. You will be required to take costume home, repair, and return. If member is not familiar with ballet costuming, please ask one of our volunteers for recommendations.
- The members will be notified of any additional costume purchases required after casting.

Member Communication

- All notices will be sent using our email notification system and the Parent Page on the IYDT website (www.IYDT.org). Please make sure you have provided an email address which you will check on a regular basis so you will be kept in the loop. These notices include, but are not limited to the following: rehearsal schedules, cast listings, costuming information, member reminders and notices, ticket sale instructions, etc. If you do not have access to email you will need to check for notices posted on the Bulletin Board. It is ***YOUR RESPONSIBILITY*** to check this regularly. Occasionally there will be changes to the rehearsal schedule. It is always best to check the evening before or even the morning of rehearsals for possible changes to your dancer's rehearsal schedule.

Casting

- Assignments are non-negotiable.
- Please see "Code of Conduct" for more information.

Please read, sign, and return prior to auditions.

1. I understand that all my IYDT fees must be paid in full or established payment agreement prior to auditions, or I will not be allowed to audition. **Once auditions are completed, I understand that I have one (1) day following the audition to withdraw my application and I will be refunded any membership fees less \$50.00. If I withdraw my application two or more days following the audition, there will be no refunds for any reason.**
2. I will respect all IYDT dancers, Ballet Mistresses, IYDT Guest Artists and parents at all times. This includes not interrupting adults when they are speaking to others.
3. I will follow the rules of Lake Zurich High School.
4. I understand that there may be additional costume accessories that I may be asked to purchase such as performance tights, spankies or a hairpiece.
5. I will be on time for all rehearsals and come prepared to dance. It is my responsibility to know when my rehearsals are.
6. I understand that I am responsible for cleaning up after myself at IDC and Lake Zurich Theater.
7. I will arrive at Lake Zurich High School with hair and make-up completed according to the IYDT guidelines.
8. I understand that I am responsible to attend all rehearsals. Missing more than the allowed absences for my IYDT Membership Level could lead to my dismissal from a specific role(s) or from the entire production. No refunds will be given in the event of dismissal from production. (Please refer to Welcome Letter for specific allowances by level.) I understand that all attendance is monitored weekly and I must report any absences to the IDC/IYDT office by either email or phone **PRIOR** to the missed rehearsal.
9. Proper care must be taken of costumes during the production. **No eating in costume.** Costuming must be hung properly – never leave them on the floor. Costumes or accessories found on the floor or left backstage after a performance will be collected and logged in by the IYDT Staff. Each item collected will be held for the dancer to collect. *The dancer will be charged \$5.00 each time this service is needed and an invoice for charges incurred will be issued at the conclusion of the performances.* **We are strictly enforcing this rule!** Costumes are expensive and sometimes not replaceable. Please discuss this policy in detail with your dancer prior to arriving at the theater.
10. You must notify the Costume Mistress if any costumes are damaged or need repair work, such as hooks missing, tears or stains, trim coming loose, etc.
11. Costumes and accessories must be turned in to the Costume Mistress after the last show of the production. Dancers will not be dismissed until costumes and headpieces are checked in.
12. Please be thankful for the role you are assigned. Great thought and planning goes into the determination of the cast by the artistic staff. Role assignments are non-negotiable. Any challenges by members and/or family will not be tolerated and IYDT membership will be forfeited. Artistic staff reserves the right to change/adjust any role. **NOTE** – shows may be adjusted due to unforeseen circumstances.

I have read the above items, discussed them with my dancer(s) and agree to the terms listed above.

Initials Required

Parent Signature

Date

Dancer Name/Signature

Date

All participants in IYDT Productions must be registered members. (Includes dancers, volunteers, Board Members, Officers, etc.)

Check One: Family Membership Individual Membership

DANCER INFORMATION			
FIRST CHILD - LAST NAME:	FIRST NAME:	BIRTHDATE:	
SECOND CHILD - LAST NAME:	FIRST NAME:	BIRTHDATE:	
THIRD CHILD - LAST NAME:	FIRST NAME:	BIRTHDATE:	
HOME MAILING ADDRESS:	CITY:	STATE, ZIP:	
HOME PHONE:	MOM'S CELL: () -	EMAIL:	
	DAD'S CELL: () -		
PLEASE LIST CHILD'S NAME FOLLOWED BY ANY NECESSARY INFORMATION:			
ALLERGIES:			
OTHER IMPORTANT MEDICAL INFORMATION:			
COMPLETE THE FOLLOWING IF CHILD DOES NOT CURRENTLY DANCE WITH IDC			
CURRENT STUDIO NAME & ADDRESS	YEARS ENROLLED IN DANCE:	CURRENT LEVEL OF DANCE:	
PARENT/GUARDIAN INFORMATION: FILL OUT IF UNDER AGE 18			
MOTHER'S NAME:		FATHER'S NAME:	
MAILING ADDRESS IF DIFFERENT THAN ABOVE:		MAILING ADDRESS IF DIFFERENT THAN ABOVE:	
CITY, STATE, ZIP:		CITY, STATE, ZIP:	
PLEASE LIST ANY OTHER PHONE NOS. ADDITIONAL TO ABOVE: (I.E. PM OR WORK PHONES)		PLEASE LIST ANY OTHER PHONE NOS. ADDITIONAL TO ABOVE: (I.E. PM OR WORK PHONES)	
OCCUPATION:	EMPLOYER:	OCCUPATION:	EMPLOYER:
EMERGENCY INFORMATION			
EMERGENCY CONTACT NAME:		RELATIONSHIP OF CONTACT TO MEMBER:	
AM PHONE:	PM PHONE:	CELL:	

If both the member's father and mother do not each have the legal right to make medical decisions on behalf of the dancer (i.e. due to death or divorce decree), please circle the correct information:


Mother ONLY has this right? YES NO Father ONLY has this right? YES NO

If third person (not mother or father) has this right: Name: _____ Phone: _____

Dancer Information

Dancer #1	First & Last Name
Dancer #2	First & Last Name
Dancer #3	First & Last Name
Parent/Guardian	First & Last Name(s)

Production & Membership Mandatory Fees Worksheet

Ballet Level Pre	\$100.00	X ___ of dancers	\$
Ballet Level 1	\$140.00	X ___ of dancers	\$
Ballet Level 2 & 3	\$185.00	X ___ of dancers	\$
Ballet Level 4 & 5	\$265.00	X ___ of dancers	\$
Ballet Level Senior Co.	\$350.00	X ___ of dancers	\$
Family Discount Calculation – In order by Ballet Level Highest Ballet Level = Full-Price.....\$ _____ 2 nd Member = 20% Discount\$ _____ 3 rd Member = 25% Discount.....\$ _____ 4 th and subsequent Members = 40% Discount.....\$ _____			Total Discount ()
2018 IYDT MEMBER FEE (\$125 per dancer) _____ # of dancers **Tax Deductible** Includes Cast T-Shirt & Cast A DVD			\$125 per dancer \$
Item Raffle Tickets (20 Ticket @ \$5/each) \$100.00 per <i>family</i> Mandatory to all families! <u>No buyout available</u> for this fundraiser!			 Tickets Received \$100.00
<u>Buyout Options: (See requirements outlined in Welcome Packet!)</u> <ul style="list-style-type: none"> • Volunteer Hours: 10 hours of service required! Buyout = \$500 • Planned Fundraiser #1: Buyout of the Poinsettia Fundraiser: \$100 • Planned Fundraiser #2: Buyout of Dance-A-Thon Fundraiser: \$50 • Planned Fundraiser #3: Buyout of Monday Night Football Raffle Books Fundraiser: \$200 			<u>Buyout Fees</u> \$500.00 \$100.00 \$50.00 \$200.00 \$
Application Fee Total			

Initial

I have read and understand the Required Volunteer Hours and Fundraising policies

Continued next page



Payments & Financing Options

Option #1 - Payment IN FULL
 Cash or Check (no additional fees) _____ Cash _____ Check # _____
 Credit Cards Processing ADD 3% processing fee = \$ _____ Adjusted Total: \$ _____
 Visa MasterCard Discover

Option #2 - Payment Plan (Automatically charged to credit card ONLY)!
 Adjusted Total from above to be financed: \$ _____
 Up to 4 payments will be allowed!
***IYDT will charge a \$50.00 service fee for all NSF Fees Including all declined credit card payments!*

Pay #1 - \$ _____ Date Paid: ____/____/____	Pay #2 - \$ _____ Date Paid: ____/____/____	Pay #3 - \$ _____ Date Paid: ____/____/____	Pay #4 - \$ _____ Date Paid: ____/____/____
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Refund Policy

***Day 1 after audition: Refund less \$50 audition fee (allow 7-10 business days for processing)**
***Day 2+ after audition: NO REFUNDS – NO EXCEPTIONS!**

Deposits

Volunteer Deposit
 \$500 Deposit by check - \$515 Deposit by Credit Card
 Check # _____ OR Credit Card

Credit Card HELD on file for account payments AND Deposit:
 Visa MasterCard Discover
 Card # _____
 Expiration Date: _____ CVV2: _____

Acknowledgement and Term Acceptance

 Parent/Guardian Signature is Required _____ /____/____
 Date