



1483 Route 179  
Lambertville, NJ 08530  
609-397-3337

## Performer Policy Handbook

Music Mountain Theatre's vision is a multifaceted arts center that will enrich the entire community and provide high quality productions that are accessible to all. Performers are crucial and essential to our continued success and we greatly appreciate your talent, time and effort.

The following policies apply to both Mainstage and Children's Theatre performers. Items specific to child performers are noted as such.

### AUDITIONS:

Audition announcements will be published on [musicmountaintheatre.org](http://musicmountaintheatre.org). Auditions are held three times per year. We reserve the right to hold show specific auditions if necessary.

#### Schedule -

- November audition (Jan – April cycle)
- March audition (May – August cycle)
- July audition (Sept – Dec cycle)

#### Age Requirements -

- Adults – High School graduate or older at time of audition
- Children – Ages 7 – 18 at time of audition

#### For Children Only -

- Children under age 16 must audition and participate in a Children's Theatre show to be considered for Mainstage shows within that same cycle. Mainstage children's roles for this age group will be cast from Children's Theatre auditions.
- Children ages 16, 17 or 18 may audition for Mainstage shows without participating in Children's Theatre, however these ages are encouraged to audition for Children's Theatre as well.
- MMT reserves the right to exempt children from these requirements at the Artistic Director's discretion.
- Participation fee policy: All children who are cast in a Children's Theatre production(s) must pay a participation fee of \$150 per audition session. There is no additional fee for being cast in Mainstage productions.

## **CASTING:**

Casting notification via email is generally made within 2 weeks of initial audition. Only those cast will be notified. A full rehearsal schedule will be provided at that time.

Performers must be available for all rehearsals. Any conflicts must be approved in advance by the Director.

Performers must be available for all performances.

Performers are expected to notify the Artistic Director(s) of their acceptance/declination by the deadline stated in the casting email.

Understudies are not guaranteed a performance.

## **REHEARSALS:**

We expect all called cast to be present for all rehearsals and performances. Any conflicts must be approved in advance by the Director.

Absence or lateness may result in your replacement at the Director's discretion.

Rehearsal Etiquette -

- Rehearsals are for cast members only. No others (including children not cast) are permitted.
- Cell phone use is not permitted except for during breaks.
- Proper attire should be worn at all times.
- No food or drinks (with the exception of water) is permitted in rehearsal studios or the theatre.
- Keep studios and theatre space clean. Dispose of trash in proper receptacles. Do not leave personal items. We are not responsible for any lost or stolen personal items.

Specific to Children's Theatre -

- Parents are not permitted in rehearsals. The Green Room may be used as a waiting area.
- We expect children to behave properly. Parents will be notified if an issue should arise. If the problem continues, we reserve the right to remove that child from the production.
- Sneakers or dance shoes are required for all rehearsals.

## **SCRIPTS:**

Main Stage scripts must be returned to the Stage Manager by the closing performance. All marks must be made in pencil and erased prior to script return. Any scripts lost or damaged will incur a \$25 fee. Photocopied scripts do not need to be returned.

Children's Theatre scripts do not need to be returned.

## **PERFORMANCES:**

All performers are expected to sign in with Stage Manager upon arrival at the designated call time.

Due to the design of the theatre, everyone must remain quiet backstage and in the dressing rooms at all times.

You are responsible for the proper care of your costumes, microphones and props. Any damage must be reported immediately to the Stage Manager.

Once in costume, you must remain backstage at all times.

Complimentary Tickets – Comp ticket requests will be considered for adults performing in Mainstage productions only. They must be requested in advance from the General Manager or Artistic Directors. MMT can not guarantee they will be available.

Dressing Room Etiquette –

- No food or drinks (with the exception of water) is permitted in dressing rooms.
- Keep the space clean. Dispose of trash in proper receptacles. Do not leave any personal items unless given permission by Stage Manager. We are not responsible for anything lost or stolen.

All performers will be asked to help with strike directly following the last performance. We would greatly appreciate your assistance.

Specific to Children's Theatre -

- We expect parents to volunteer to help at least once during the run of a show in which your child has been cast. Various opportunities are available including concessions, ushering and backstage. Sign ups will be sent out monthly to all parents of those cast in that cycle's productions. Parents who sign up to help backstage will be given a comp ticket for another children's theatre performance.
- No parents are permitted backstage at any time unless signed up to help as a backstage parent.
- No parents are permitted in the Green Room during performances unless signed up to help as a backstage parent.

## **MMT TEEN COMPANY:**

An annual select group of 10-15 teen performers who show both dedication and talent in theatre arts and are committed to the mission, values and goals of Music Mountain Theatre.

### **Auditions**

- Open to ages 13-18.
- Auditions are held in July of each year.

### **Requirements**

- Members must perform in at least 3 Children's Theatre shows per year.
- Members are expected to take at least 3 Theatre School classes per session.
- Membership runs September through August. It is a yearlong commitment.

### **Benefits**

- When casting Mainstage productions, Teen Company members will be given priority consideration.
- Members will be invited to participate in a free Company Master Class with the Adult Company once a month.
- Members will only have to audition once per year (in July) for all shows.

## **MMT ADULT COMPANY:**

An annual select group of 10-15 adult performers who show both dedication and talent in theatre arts and are committed to the mission, values and goals of Music Mountain Theatre.

### **Auditions**

- Auditions are held in July of each year.

### **Requirements**

- Members must perform in at least 5 Mainstage shows per year.
- Membership runs September through August. It is a yearlong commitment.

### **Benefits**

- Members will be invited to participate in a free Company Master Class once a month.
- Members will only have to audition once per year (in July) for all shows.
- Members will receive 1 complimentary ticket per MMT Mainstage production.

## **MANAGEMENT DISCRETION:**

All performers participate in the Theatre's programs at the discretion of management. Management reserves the right to alter, waive, or replace any of the policies set forth here. These policies do not create a contract or a guarantee of participation in the Theatre's programs. Management reserves the right to deny participation in the Theatre's programs as it sees fit and in its absolute discretion.

*Music Mountain Theatre is committed to building a creative and dynamic environment that celebrates individual differences and diversity and treats everyone with fairness and respect.*