

# Tech Information Form

We are happy your child wants to work on the technical aspects of theater! Please read over these guidelines and **parents please fill out all information on the forms neatly and accurately.** Thank you!

There are two parts to technical theater; 1) pre-production, where students build and paint sets and make props and 2) running crew, where students work backstage during the performances. Both are **vital** to the success of the show.

**Please note:** Children **10-12 years of age** must be accompanied by a responsible adult to be able to work on building the set and props on the technical days. Children aged **12 years and older** are allowed to attend unaccompanied. Only children at least **12 years old**, with director's approval, may be on the running crew (back stage or in the booth working the lights during the show).

- **Set construction** takes place for **6 or 7 Saturdays** during the rehearsal process. We will be meeting from 10 am till 3 pm unless otherwise notified via the Facebook group (**16<sup>th</sup> Annual Jefferson County Children's Shakespeare Festival-Smiles and Frowns Playhouse**). A production/rehearsal calendar will be posted on the website (Smilesandfrowns.org under the cast/crew tab) and in the Facebook group for this production. Children need to bring a bag lunch, wear sturdy shoes (no sandals or flip-flops), and wear clothes that can get paint on them.
- **Backstage or Running Crew MUST** attend the **last two weeks** of rehearsal. Times will be on the calendar and the tech application form. Please note any prior commitments your student may have on the tech form, if they desire to be on the running crew.
- **Fill out the emergency contact information and tech application forms completely. All contact information, unless otherwise indicated, should be that of the parent.**
- **When you arrive at the audition, bring the completed forms to the desk and wait in line.**
- There is a \$5 fee associated with working tech crew and a black tech shirt will be provided for the running crew, if needed. **If you would like to purchase a T-Shirt commemorating the show, you may do so for the cost of \$15. Show fees and any T-shirts costs can be paid for at audition night or during the Full Cast Call/Parents Meeting on September 19, 2021 (6:30pm-7:30pm).**
- All tech crew (aged 10 and up) are invited to join the Friday workshops. Check the calendar for the exact dates and let the director or assistant director know if they plan to attend.
- To the parent(s): You will be expected to support your student(s) if they are chosen to participate in this production. This means you must commit to get your student to work days and rehearsals on time.
- To the participant: Your engagement is vital to the production. It is imperative that you follow directions from your tech crew leader. You will be learning some important and invaluable skills that you can use later on. We hope you have a great time!