



# The Glass Slipper Technical Application Form

## Student Information

Full Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Unit # City State Zip Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Is there a particular position(s) you are interested in? \_\_\_\_\_

Will you accept any position offered to you? (please think this over carefully) \_\_\_\_\_

## Previous Technical Theater Experience

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*Include: production, role and where it was produced*

## Schedule / Rehearsal Information

*The Glass Slipper* will be performed on May 1st during the school day, May 2nd and 3rd at 7:00pm. Strike will immediately follow the final performance and is required for all those participating in the production. There is a \$20 participation fee for all those involved. The rehearsal schedule will be as follows:

- Tech Students must watch one rehearsal between April 21st - 23rd from 3:15-6pm.
- Tech preparation day is Thursday, April 24th from 6-10pm.
- Dry tech is Friday, April 25th from 3-10pm.
- Dress and Tech are April 28th-30th and will be from 3:15-9pm.

Other technical rehearsals, meetings, etc. will be posted on the website well in advance of their occurrence.

## Technical Crew Positions

We need some excellent technicians for this show. It is possible to work on more than one crew.  
Please mark the technical area(s) you would be interested in working on.

\_\_\_\_\_ Student Director (All Rehearsals)

The student director is responsible for cast attendance, line rehearsal and working with the stage manager and other crew heads. The student director opens doors and sets the stage before rehearsals begin and is the last one to lock up at the end. The student director calls the show from the booth.

\_\_\_\_\_ Stage Manager / Assistant Stage Manager (All Technical and some Acting Rehearsals)

The stage manager must attend some acting rehearsals in order to familiarize him or herself with the show but does not need to attend each day. On off days, the stage manager works with props, costume and set crew heads to insure that crew work is running smoothly. Lighting and sound crew heads will also be working with the stage manager. Working with the technical director, they will select the running crew and be responsible for all on stage activity during the show.

\_\_\_\_\_ Props Master/Mistress (All Technical and some Acting Rehearsals)

The props master/mistress is responsible for building or pulling all properties for the production and managing them during the production period.

\_\_\_\_\_ Set/Props Construction (Monday-Thursday and Saturday)

Set construction crew works a lot of hours but students are able to attend as much as they can. Students have the chance to work with George and learn scene building and painting techniques. Set crew is a great way to get involved and you don't need to be an artist to participate. Students should plan to complete a minimum of ten hours to participate unless active in another crew or cast.

\_\_\_\_\_ Costume Crew (Weeknights and some Weekends)

It is great if you sew but it is not required! This is an opportunity to learn about costuming and help establish our theater costume shop. Hours are flexible so it is easy to work around work schedules, etc.

\_\_\_\_\_ Running Crew (All Technical Rehearsals)

The running crew is responsible for making sure that everything runs smoothly backstage during the performance. Whether it be moving set pieces, operating curtains or drops, this crew is responsible for everything that happens backstage.

\_\_\_\_\_ Lighting Crew (Throughout, increasing in the last three weeks)

The lighting crew gets familiar with the show and then designs, programs and runs the lights for the production. Crew heads must have prior experience.

\_\_\_\_\_ Sound Crew (Throughout, increasing in the last three weeks)

The sound crew is in charge of running the sound during the production. This includes, but is not limited to, programming the sound board, finding special effects and setting up the sound equipment. Crew heads must have prior experience.

\_\_\_\_\_ Video Crew (Throughout, increasing in the last three weeks)

The video crew is responsible for recording all the shows as well as developing promo videos. During the show, the crew consists of the crew head, shader and two to three camera operators. During rehearsals and other crew meetings, they will acquire and edit video to be used for online promotion of the show. Crew heads must have prior experience.

\_\_\_\_\_ Make-Up Crew (Final Week)

Make-up crew is a great crew for students who are done with their crew responsibilities in another crew. Crew head designs, with the director or make-up staff, hair and make-up for the actors. This show has some significant make-up needs.

If you are interested in being a crew head or Student Director/Stage Manager, please list your technical experience on the front side of this sheet and put "CH" to the left of the crew you are applying to head. Crew heads will be announced at the same time or shortly after the cast list is posted.

## Conflict Information

Please list all conflicts in the conflict matrix provided below. Tech and dress rehearsal attendance is mandatory. Call will be at least 1-2 hours before every performance.

<p>Thursday, 3/6 _____</p> <p>Monday, 3/17 _____</p> <p>Tuesday, 3/18 _____</p> <p>Wednesday, 3/19 _____</p> <p>Thursday, 3/20 _____</p> <p>Friday, 3/21 _____</p> <p>Monday, 3/24 _____</p> <p>Tuesday, 3/25 _____</p> <p>Wednesday, 3/26 _____</p> <p>Thursday, 3/27 _____</p> <p>Friday, 3/28 _____</p> <p>Monday, 3/31 _____</p> <p>Tuesday, 4/1 _____</p> <p>Wednesday, 4/2 _____</p> <p>Thursday, 4/3 _____</p> <p>Friday, 4/4 _____</p> <p>Monday, 4/7 _____</p> <p>Tuesday, 4/8 _____</p> <p>Wednesday, 4/9 _____</p> <p>Thursday, 4/10 _____</p> <p>Friday, 4/11 _____</p> <p>Monday, 4/14 _____</p> <p>Tuesday, 4/15 _____</p> <p>Wednesday, 4/16 _____</p> <p>Thursday, 4/17 _____</p> <p>Friday, 4/18 _____</p>	<p>Monday, 4/21 _____</p> <p>Tuesday, 4/22 _____</p> <p>Wednesday, 4/23 _____</p> <p>Thursday, 4/24 _____ Tech Prep</p> <p>Friday, 4/25 _____ Dry Tech</p> <p>Monday, 4/28 _____ Dress Rehearsal</p> <p>Tuesday, 4/29 _____ Dress Rehearsal</p> <p>Wednesday, 4/30 _____ Dress Rehearsal</p> <p>Thursday, 5/1 _____ Performance</p> <p>Friday, 5/2 _____ Performance</p> <p>Saturday, 5/3 _____ Performance/Strike</p>
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## Important Information

You are expected to be at rehearsal, meetings, etc. when you are called. If you are ill or unable to attend, **you MUST contact Jimmy** at [jstocco@theloftstage.com](mailto:jstocco@theloftstage.com) to let him know as soon as possible. Failure to do so may result in removal from the crew. If you will have any conflicts with the above schedule, list them on the above conflict sheet or forever hold your peace. They do not eliminate you from being on the crew but they do allow for careful consideration in scheduling. (jobs, school activities, clubs, trips and family events must be included)

Please sign your name to indicate that you have read and understand everything on this sheet.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_