

CHARLOTTE'S WEB

FACT SHEET

**All the information you need to have!
Dates, Prices, Contact Numbers**

Please refer to this information during the production.

IMPORTANT DATES

- Auditions – 5/17 @ 10:00 & 2:00 and 5/18 @ 2:00
- Callbacks – 5/20 & 5/21, 6:30-9:00
- Cast list posted – 5/24 @ 12:00 noon
- Parent Meeting – 5/27, 6:30-8:00 -TUESDAY
- First Rehearsal – 5/28, 5:00-7:30
- Rehearsals – Monday – Friday, 5:00-7:00; Sats., 10:00-1:00 (Please refer to specific rehearsal schedule.)
- Makeup Demonstration – 6/21
- Costume Parade – 6/29 – 2:00-6:00
- Load-in – 7/6, 8:00 a.m. – 12:00 a.m.
- Tech week – 7/5 – 7/10 (Please refer to theater packet.)
- Performance Dates – 7/11 – 7/20
- Strike – 7/20, immediately after the 4:00 performance
- Cast party – 7/21

DUE DATES

- 5/21 – last day to hand in the conflict form.
- 5/27 - Letter stating cast member is dropping out of the show in order to get a refund – due by the end of the parent meeting on 5/27.
- 5/27 -Emergency form, Performer's contract, & release form are all due the night of the parent meeting.
- 6/7 - T-shirt orders, cast bios, Foothill forms & parent meeting payment form
- 6/28 - Tech night dinner, flower orders, mug orders, staff gift payment, break-a-leg messages, cast party payment

PRICES

- Registration fee - \$160.00
- Costume Deposit - \$75.00
- Script fee - \$15.00
- Tech Night Dinners - \$8.00 (*optional*)
- Cast Party - \$15.00 (*optional*)
- T-shirts – \$16.00; sweatshirt - \$25.00; hooded sweatshirt - \$28.00 (*optional*)
- Mugs – \$10.00 (*optional*)
- Flowers – 1 rose -\$4.00; 2 roses - \$5.00; mixed bouquet - \$8.00 (*optional*)
- Gift fund - \$6.00 (*optional*)
- Break-a-legs – \$5.00 for every 15 words (*optional*)

- Tickets – \$15.00 & \$13.00 ; camp shows – groups of 10 or more @ \$7.00 ; single tickets are \$10.00
- Photos – 4x6 - \$2.00; 5x7 - \$3.00; 8x10 - \$6.00 (*optional*)

CONTACT INFORMATION

- PYT phone # – 650-988-8798
- PYT fax # – 650-988-0823
- Producer’s extension – 307
- Production Manager’s extension – 304
- Asst. Production Manager’s Extension - 324
- Office Manager’s extension – 300
- Rehearsal Info. Extension – 309
- Audition Info. Extension – 308
- Emergency number to call during rehearsals – 988-8798, then press zero for operator.
- PYT web site – www.pytnet.org
- Group ticket order # - 988-8798, ext. 300

PRODUCTION STAFF

Director – Nathan Cummings

Music Director – Sean Kranz

Choreographer – Bridgette Loriaux

Stage Manager – Shiboune Thill

Set Designer – Andrea Bechert

Scenic Artist – Andrea Bechert

Costume Designer – Carol Balisi

Sound Designer – Eric Nielsen

Lighting Designer – Chris Karabats

TD – David McCollum

Production Manager – Joan Adelman

Asst. Production Manager – Chris Karabats

Producers – Lisa Blank, Paula Ford, Darcee Vandenburg

ASM – TBA

Props – TBA

OTHER BUSINESS

- Required Volunteer hours – 25 hours for 1st child; 15 additional hours for 2nd child; 5 additional hours for the 3rd. Families will be billed for any unfulfilled hours, so please keep careful track of hours worked on your volunteer sheet. All families are expected to help out during load-in and strike. These can count toward your hours. You may also choose to pay \$250 for the 25 hours and \$10 an hour for additional hours.
- Foothill Form – mark Summer Quarter, 2008

