



The CCTeens Present

Alice By Heart

Rehearsal/Production Info

The following is some valuable information and answers to frequently asked questions regarding the audition/rehearsal process for a **CCTeen** production:

Before Rehearsals Begin

- We will notify everyone by sending out a cast list via [email](#) by 8pm on Friday, December 18th. Please reply to the email as soon as possible if you accept or decline the role. If you do not reply by January 4th, the role will be offered to someone else.
- Participation fees and retail items will be available for purchase on our retail page on December 18th.
 - There is a one-time **\$125** (\$250 max per family) participation fee payable on our [retail page](#) or by check/cash at the first rehearsal. If you are unable to pay this fee, a limited number of scholarships are available to help lower the cost. Cast t-shirts are included in the participation fee. ***This fee is NON-REFUNDABLE once your actor has accepted the role and attended the read-through.***
- There will be a mandatory parent/actor meeting before the first rehearsal at 6pm. The meeting will take approximately 30 minutes.

Rehearsal Process

- Rehearsals will begin on January 4th. **The full rehearsal schedule will be sent out after the read-through.** Rehearsals take place at Washington St. United Methodist Church.
- Unauthorized absences (meaning ones not on the conflict calendar or pre-approved) will not be tolerated. If your actor is sick please call, text, or email the Stage Manager. Scheduling around conflicts is a daunting task so it is extremely important that your actor be at all rehearsals to which they are called!
- It is of utmost importance that ***actors bring their scripts to every rehearsal.*** We cannot rehearse the lines/songs if we don't know what they are.
- Please refrain from bringing food into the rehearsal space. Bottled water is fine.
- Please dress appropriately for rehearsals in **clothes that are suited to movement and close-toed shoes – no sandals or flip-flops and NO CROCS AT DANCE REHEARSALS!**
- Rehearsals will generally be Monday through Friday evenings, Saturday times will vary, and Sunday afternoons. *Please make sure that actors are picked up and dropped off on time.
 - ***NEW POLICY: There will be a \$5 late fee for any late pickups over five minutes.**
- Please make sure that your actor is also rehearsing at home. Rehearsal tracks and choreography videos will be sent out via email. We give actors the tools in rehearsals that they need to rehearse at home, so we expect actors to be prepared for rehearsals.

Production

- **No actor is allowed to miss a rehearsal or performance beginning February 16th.**
 - Exceptions will be made for mandatory school events, illness, and emergencies (the school event exception does not apply to dress rehearsals or performances. Illness/emergencies will be evaluated on a case by case basis for dress rehearsals and performances)
- All actors are required to supply an appropriate under-costume beginning the Monday of Tech Week, February 22nd. This protects our costumes and allows actors to be completely covered at all times.
 - *Girls:* Skin Toned, spaghetti strap leotard (or camisole and small shorts) and flesh colored tights
 - *Black socks and shoes (dress, jazz, or flats are best)*
 - *Boys:* White V-Neck Undershirt (ex. Hanes), body hugging shorts (ex. sliding/bike shorts)
 - *Black socks and shoes (dress, jazz, or flats are best)*
 - **There may be a case where the under-costume is different for your role, we will advise.**
 - **All actors** will be asked to wear stage makeup so they are not washed out by the lights, this usually includes:
 - Eyeliner from the outer corner of the eye to about half way across the bottom works for all (girls can take it all the way to the inner corner if you choose), a slight pink cheek, and a little color on the lip.
 - Please get director approval before making any drastic changes to your actor's appearance (major haircuts and permanent hair dye are usually the biggest concerns)
- **Performances will be held** Friday, February 26th-2th at Lex2 PAC *Rehearsals will be held at the performance venue beginning on February 22nd.
- Call (arrival) time for performances will be one hour prior to show time.
- There will be a brief cast party following the Sunday 2:00pm performance (please allow about 30 minutes for clean up and cast party)

Other Info

- Recording Links, Break-A-Leg Playbill Ads and Show T-Shirts will be available for purchase.
- Volunteer opportunities will be available to earn a free ticket.
- Break-a-Leg messages will be available at each show to send backstage to actors for \$1. We will also be selling posters for the show for \$10, which we will also send back to the actors.