



The Weston Friendly Society of the Performing Arts

Actor Contract

This form serves as an agreement between you (actor or parent/guardian) and The Weston Friendly Society regarding your participation in our production.

Attendance and Rehearsals:

- All actors are required to attend all rehearsals to which they have been called.
- All schedule conflicts must be documented on your audition forms. Late conflicts are only acceptable in the event of illness or family emergencies. The Stage Manager must be notified promptly by phone of any illness or family emergencies that would prevent you from attending a required rehearsal.
- Recasting and assigning performances is at the sole discretion of the Show Director, with approval from the Artistic Director.
- Cell phones are not permitted on stage during rehearsal times, unless during a break.
- Appropriate notice will be given regarding the date for when actors should be off-book (not using the script or written notes for lines). After that date, it is expected that each cast member will know his or her lines.
- Rented scripts and musical scores are the property of the royalty company and must be returned erased and in excellent condition. Please mark notes lightly with a #2 pencil and erase before returning.
- Rehearsals will begin and end promptly. Please be considerate that staff members have to lock up the building after you, so please plan transportation accordingly.

Use of the Town Hall

- Parking during rehearsals is permitted in the marked spaces surrounding The Town Hall and Town Green.
- Participants entering and exiting the nightly rehearsals must do so quietly and exhibit courtesy to others using The Town Hall for other purposes.
- No alcohol or drugs are to be consumed on the Town Hall premises before, during or after rehearsals and performances.
- Great care should be given to restore the rehearsal space to the condition it was found in at the beginning of rehearsal. We are sharing space with other town functions; therefore, we cannot leave prop/set pieces out that will interfere with other daily activities within the building.

Conduct and other requirements of participation:

- If costumes are provided to you, you are not permitted to alter them without prior approval from the Costume Designer and the Director. You are responsible for taking proper care of the costumes and props you use.
- You will likely be required to provide footwear. If you are unable to purchase a specific item needed for the show at the request of the Costumer or Director, other arrangements may be made by talking to the Costumer, Director, Producer or Artistic Director.
- After you are cast, you may not significantly change your appearance without checking with the Director and Hair/Makeup person first. This includes shaving of beards and haircuts. If you choose to grow out a beard or hair length, you may be asked to return it to audition length for performances.
- Blocking, choreography, music interpretation, and feedback regarding character development are the sole responsibility of the Director, Choreographer and Music Director. Cast members should not give one another direction.
- Cast members must adhere to all blocking, choreography, and other directives provided by members of the Production Team. Concerns, ideas, and feedback may be expressed to the production team in a private setting, but knowing that they have final say.
- **Please leave your ego at the door.** The Weston Friendly Society strives to provide a respectful environment where actors of all levels of experience can perform together and have an enjoyable experience. Any kind of bullying or disrespectful behavior towards peers, board members, and staff members will not be tolerated and may result in the termination of your participation in the show.

Photography and Social Media

- You are encouraged to use social media to promote the production. Please “like” our Weston Friendly Society Facebook page and “share” our posts and information, rather than creating your own sites.
- If you are uncomfortable with your photo being used for advertising the show and on social media, please speak to the Producer(s) or Artistic Director before signing this contract so that special notes may be taken. You may still be in group and/or production stills, but an effort can be made to not use shots focused on you for publicity.

Required Fees

- All cast members are required to pay an **annual membership fee (\$50)**. These funds help to cover the cost of costume rentals and other related expenses. Members also receive a variety of exciting benefits such as early access to ticket sales and StageSource Membership. To become a member, please go to westonfriendly.org/friends-of-friendly. Click on the

‘DONATE’ button that will bring you to our Give Butter page. Please note ‘Membership’ in the message.

- If you are given a script rented from the theatrical licensing agency, you are required to provide a **\$30 check deposit** to be held until the script is returned, at which time the check will be shredded. Please note in the memo line “script fee.”

COVID-19

- The current COVID-19 pandemic has created new challenges for all of us. Weston Friendly Society appreciates your patience and understanding during these uncertain times. Our goal is to have a successful, fun & safe production, and we require your cooperation to keep everyone healthy.
- Our COVID-19 protocols align with federal, state & local guidelines and requirements. All actors are required to adhere to current COVID protocols and guidelines as stated in the [Weston Friendly Society Covid Protocol](#) under the “Cast/Crew/Production Team Protocols” section. Cast will be notified by email if these guidelines are updated/changed during the course of the production.

ACTOR AGREEMENT

The Weston Friendly Society is very excited to present this show. By signing below, I acknowledge that I have read the Actor Agreement information and agree to all terms and fees listed, including (please check all boxes to confirm your understanding):

- I will respect casting decisions as the best choices for the show as a whole.
- I am aware that I am financially responsible for any damages to property or equipment caused by my misuse or neglect.
- I give The Weston Friendly Society permission to use my photograph/video image in any and all communications to promote the production and The Weston Friendly Society.
- I will abide by Covid protocols during rehearsals and performances and understand that these may change at any time according to federal, state & local guidelines and restrictions.
- I understand that performing in-person during the COVID-19 pandemic has risks and that there is a possibility of contracting COVID-19.
- I understand that breaking this agreement may result in my being recast or removed from the production.

Parent or Guardian (if actor is under 18)

Actor

Name of Musical Production

Date _____