



# AUDITION FORM

Please print neatly!



# \_\_\_\_\_

Name: \_\_\_\_\_

Your Pronouns (optional, please circle): he/him she/her they/them

Address: \_\_\_\_\_

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

Height: \_\_\_\_\_ Age: \_\_\_\_\_

Date of Birth if under 18 years old\* \_\_\_\_\_

Note: All Kid auditionees must be born on or before September 15, 2012  
Note - All Adult Auditionees must be born on or before September 15, 2004  
\*If under 18, parent/guardian must sign below.

Phone (H): \_\_\_\_\_ (W): \_\_\_\_\_

(C): \_\_\_\_\_

**Please indicate the phone number to use at the following times:**

Casting Calls: We must be able to reach you on Sunday, September 20<sup>th</sup> beginning at 2:00 pm.

Call: **Cell Work Home Other:** \_\_\_\_\_

\*\*\*If we are unable to cast you, you will be notified by email.

**Please indicate your answers below:**

Do you plan to attend the vocal audition? **YES NO**

Do you plan to attend the dance audition? **YES NO**

Do you have any physical limitations that restrict your movement (e.g. back, knees)? (all must answer) **YES NO**

If YES, please describe: \_\_\_\_\_

Vocal Range (please circle, if known):

**bass tenor alto soprano**

Can you read music?

**YES NO**

**Please circle ALL Role(s)** for which you would like to be considered:

**Vocalist** Soloist Ensemble Both

**Dancer** Tap Jazz Both

Check here if you will accept **ANY ROLE**  
Be honest - the teams really need to know this!

If you have any casting restrictions such as ACCEPTING ONLY CERTAIN ROLES/ SONGS or any other conditions affecting your decision whether or not to accept a role, please state here - otherwise, we will assume and expect you to accept any role offered to you :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Schedule Commitment:**

Songs will need to be rehearsed, as will the dances. The audio for the songs will also need to be recorded prior to the commencement of shooting. That's the first part of the process - Pre-production. After that, comes the Production process itself. This is the 8 week period in which we will shoot the "live" performances on video. A certain amount of rehearsal will happen on set during this phase as well.

Pre-Production: September 17 - October 18

Production: October 19 - December 7

Performers will have commitments during both parts of the process. Having said that, the variety nature of the show means that the material is both widely and evenly spread and no one will have too much to do. A typical commitment might involve 3 days of rehearsal, 2 days of recording and 4 days of shooting, all spread randomly over the entire period.

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Conflicts presented at the time of auditioning will be worked around. The schedule will be presented at least two weeks prior to any required attendance. Additional conflicts clashing with that schedule will not be able to be accommodated.

**LIST ALL CONFLICTS BELOW.** Your availability for all rehearsal dates will be assumed and expected unless you list the date as a conflict below. Absence at a rehearsal not listed below is considered unexcused. Unexcused absences may result in your dismissal from the cast.

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**Theatrical Experience:** List relevant music (include choral), dance or acting experience—especially within the last 5 years. Feel free to attach a resume. It is not necessary to attach a picture. If you do attach a picture, it will NOT be returned.

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## Please read the following statement carefully and then sign below!

If I accept a role in **Miracle on Green Tree Drive** I will make myself available and be on time for all scheduled rehearsals and performances, and all other commitments listed in the Schedule Commitment section of this form. I have listed all known or anticipated schedule conflicts on this form. I will not be absent unless I have been given prior approval for absence by the Team. I understand that I will be required to wear a mask during rehearsals and will be subject to a temperature check and health assessment each time I am in the Creative Space. I understand that cast members may be asked to provide or purchase part of their costume at a cost not to exceed \$75.00. I grant permission for Lyric Theatre Co., to use my photograph, likeness, video recordings, and/or personal statements to publicize the activities of **Miracle on Green Tree Drive** without compensation. I understand that I rehearse and perform at my own risk.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
*Signature* *Date*

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
*If under 18, your parent/guardian MUST sign prior to you auditioning.* *Date*

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## Audition Policies, Procedures, & Guidelines

### EQUAL OPPORTUNITY POLICY:

It is the policy of Lyric Theatre Company (Lyric) that auditions be conducted consistent with Lyric's Mission Statement and that all persons are given an equal opportunity to audition for all parts in all productions.

Lyric Theatre Company is a volunteer organization. It is also a social organization. Often, like-minded people become friends and even family, through the work they do with Lyric. Consequently, there are times when friends or family members of the production team audition for roles in a production. This is natural, given the shared interests that brought them together in the first place. However, Lyric is 100% committed to fairness and equal opportunity. To protect the integrity of each team and Lyric Theatre as an organization, the following steps are in place to ensure that every auditioning actor is treated as fairly and as equally as possible:

- Lyric's Executive Director or a Lyric Board Representative sits in on all auditions as well as deliberation and selection meetings to verify objectivity and fairness.
- The Production Supervisor, Artistic Director, Music Director and Choreographer make final casting decisions, no matter how many other people are on a given Artistic Team.
- The Production Supervisor also observes and helps facilitate the process to make sure that all options and variables are considered.

### AUDITION & CALLBACK PROCEDURE:

- Everyone who auditions will be required to complete the following forms in the audition packet:
  - **Audition form** (complete and sign form)\*
  - This "**Lyric Audition Policies, Procedures and Rights**" (complete and sign form)\*
- Auditions are closed.
- Deliberations by the casting team will be kept confidential.
- If a key role cannot be cast from initial auditions, a special audition may be held for that role or roles only.
- The Artistic Team is unable to offer feedback on auditions.

### NOTIFICATION / ACCEPTANCE PROCEDURE:

- No one shall be notified of casting until all auditions are completed.
- ALL actors will be notified in a timely manner once the production has been cast. It is suggested that notification be issued within 72 hours after final auditions and callbacks (if any).
- Once an actor is offered a role, confirmation of acceptance or rejection of that role must be made in a timely manner. Actors are required to note on their audition forms any roles that they are not willing to accept in order to avoid a team spending hours considering someone for a role they won't take. However, in the rare case that someone wants time to "think about it" even though they said they would accept the role they have been offered, it is suggested that the actor be given no longer than one hour from the initial phone call. Casting includes selection of and acceptance by the actor.
- On the audition form, it is suggested that an approximate time be listed when casting calls are to be made and there be space on the form for alternative contact phone numbers in case the actor is at another location and unavailable at their home/work numbers during this time frame.
- Auditionees that are not selected for the cast will be sent an email.

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## **THOUGHTS ABOUT BEING CAST or NOT BEING CAST:**

Casting a production is always an extremely difficult process and artistic teams agonize over these decisions, knowing that not everyone can be cast and that feelings will inevitably be hurt. There are always many more people who audition than there is room for in any production. We hope you understand that not being cast is rarely a reflection on your skill or abilities, nor is it a reflection on the team not giving you a fair shot.

There are also many variables beyond your control that go into the casting process: the other people who audition, voice part, height, and various other elements at the core of who you are that are unchangeable. You may give the audition of your life, and the artistic team may thoroughly recognize how talented you are – but it still might not be the “fit” they have in mind for the production in general. You may not match up well with other cast members - vocally or otherwise. The idea of “fitting” or “not fitting” is a hard one to comprehend – especially when you are disappointed.

We hope these thoughts will help you leave auditions knowing that the decisions of the artistic team rarely reflect upon your talent or abilities, and usually reflect instead upon fitting actors to their vision, given the specific pool of auditioners. In many cases, Lyric could cast a production three times over with the abundance of talent that arrives at auditions. If you are not cast this time, please know that your talent will have been seen, recognized, and given fair consideration. And please don't be hard on yourself. Just know that you didn't fit this time and come out again to audition next time!

We applaud your courage in putting yourself forward, and hope you leave proud of having accomplished a remarkable feat – opening up your heart onstage, and giving us the opportunity to consider you for our production. What a gift!

## **FEEDBACK PROCESS:**

Any issue or complaint in this audition/casting process should be directed to Lyric's Executive Director, Erin Evarts, at 802-658-1484 or [erin@lyrictheatrevt.org](mailto:erin@lyrictheatrevt.org)

Your signature on this form indicates that you have read and understand the policies, procedures and guidelines of both sides of this document.

\_\_\_\_\_  
*Signature* \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*If under 18, your parent/guardian MUST sign prior to you auditioning.* \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
*Date*