

## 2017 Nutcracker Participation Contract

Please complete this form and send it to Marna Schacknies at the address listed on the last page. **DEADLINE FOR THE CONTRACT IS FRIDAY, September 1st, 2017.** Contracts received after the deadline will not be included in the initial cast list and will be added as space permits. See Show Fees Form for payment information.

### Performance dates:

Saturday, December 9<sup>th</sup> & Sunday, December 10<sup>th</sup>, 2017 (show times TBD)

### Off-ice and on-ice practices:

Begins tentatively Sunday, October 22, 2017 (off-ice time TBD, on-ice Sundays 5:15-7:15pm)

Mandatory Dress Rehearsal Sunday, Dec. 3<sup>rd</sup>, 2017

### FOR CHILDREN UNDER THE AGE OF 18

\_\_\_\_\_ HAS MY PERMISSION TO PARTICIPATE IN **THE NUTCRACKER**  
PRODUCED BY THE COLUMBIA FIGURE SKATING CLUB, December 9<sup>th</sup> & 10<sup>th</sup>, 2017.

### CASTING:

Please select the number of parts you would like for your child. Do consider your budget, your child's commitment to perform and your family schedule. Committing to two parts in the show will likely consume Sunday afternoon and evening and require two costumes and associated accessories (head pieces, gloves, tights, etc.)

**CHECK ONE: I would like to be cast for ( ) one part ( ) two parts in the show.**  
**(new members will automatically be assigned one part)**

Casting is done by the Artistic and Show Directors. The criteria that is taken into consideration in the casting process:

1. **Competitive Freestyle level (competing at Regionals, Sectionals, US National Championships or National Showcase)**
2. **Freestyle test level**
3. **How often the skater is training (how many sessions/week)**
4. **How long the skater has been participating in CFSC shows and consistency in participating**
5. **How the skater has performed in past shows (demonstrated acting skills, skating execution, positive attitude, attention level)**
6. **Is the skater a High School Senior**

### Skater information:

Age: \_\_\_\_ Height: \_\_\_\_\_ Professional Coach: \_\_\_\_\_

Highest Passed Skating Level: Moves in Field \_\_\_\_\_ Freestyle \_\_\_\_\_

♦How many times do you skate in a week: ( ) once a week ( ) 2-3 times a week ( ) 4-5 times a week  
( ) other \_\_\_\_\_

♦Skater is registered to compete at USFSA Qualifying South Atlantic Regionals, USFSA Sectionals, US National Championships or the USFSA National Showcase Competition taking place 2017/2018 year: \_\_\_\_\_ YES \_\_\_\_\_ NO

♦How many CFSC Shows have you performed in: Nutcracker \_\_\_\_\_ Spring Show \_\_\_\_\_

### Requirements for Participation:

1. Skaters must be registered members or associate members of the CFSC and must purchase Sunday evening ice for the skater to participate in a club show. **Initials** \_\_\_\_\_
2. The cost of each costume required for a skater's part is the responsibility of the skater or his/her family. The price range can be as high as \$200.00 per costume for labor and material. A seamstress will be assigned to your group by the Costume Director. If you decide to sew your own costume, your costume must comply with the design designated to your skater's role. All costumes **MUST** be approved by the Costume Director and show committee and any costume that does not meet the required design will not be allowed in show. **Initials** \_\_\_\_\_
3. I understand I am making a commitment for myself/my child to participate in **The Nutcracker**. All show participants *must attend and be on time for all rehearsals, mandatory dress rehearsal and shows* unless excused in advance by the Show directors. Anyone who misses more than 1 absence (including sickness) will need to have their role evaluated and potentially could be removed from the show. If more than one absence occurs due to illness, a doctor's note will be required to continue in show. Continue lateness for practice could result in a lesser part (or choreography) for the skater or removal from his/her part(s). **Initials** \_\_\_\_\_
4. Show refunds abide by the Columbia Figure Skating Policy; refunds due to injury are the **ONLY** exception and must be submitted to the Board of Directors in writing. **Initials** \_\_\_\_\_
5. Any complaints, including casting should be submitted in writing to show directors to be reviewed by the show committee. **NO COMPLAINTS MUST BE DIRECTED TO ANY ARTISTIC DIRECTOR OR TO ANY DESIGNATED CHOREOGRAPHERS.** **Initials** \_\_\_\_\_
6. The Columbia Figure Skating Club (CFSC) is committed to creating a safe and positive environment for its members' physical, emotional, and social development, and ensuring that it promotes an environment free of misconduct. CFSC complies with USFS SafeSport recommendations and guidelines for athlete protection as set forth in the USFS SafeSport Handbook. As part of this compliance, CFSC requires that all individuals involved in the production of the Nutcracker on Ice agree to adhere to: the USFS Member Code of Conduct; the applicable CFSC Code of Conduct governing skaters, parents/guardians, and coaches; CFSC's Locker Room Policy; and CFSC's Ice Rules. **Initials** \_\_\_\_\_
7. As part of its compliance with USFS SafeSport recommendations and guidelines for athlete protection, CFSC requires a minimum of 10 parents per dress rehearsal and show to serve as Locker Room Monitors (under the direction of CFSC's SafeSport Compliance Chair and its Show Directors) to ensure the safety and privacy of skaters using locker rooms for costume changes. If CFSC fails to attain this minimum number of locker room monitors, I understand the Show could be cancelled. **Initials** \_\_\_\_\_

### Show Volunteer

Every family of our skating participants is expected to volunteer. Other than our professional coaches, all aspects of the show are run by volunteers and our shows would not be successful without the volunteer staff. There are many ways to contribute and not all require a large time commitment.

**Please mark an X next to areas where you can volunteer:**

\_\_\_\_\_ Locker Room Monitor – requirement from USFSA to ensure the safety of skaters who are using locker rooms for costume changes on dress rehearsal(s) and show days

\_\_\_\_\_ Friends and Family – assist chairs with collecting forms, payment and ensuring skaters are photographed for the program

\_\_\_\_\_ Photography (as needed) – assist with Friends and Family pictures or other publicity needs

\_\_\_\_\_ Publicity – assist the chair with publicity, i.e., posting flyers, contacting media sources, social media, etc.

\_\_\_\_\_ Ticket Sales – assist chairs with selling tickets

\_\_\_\_\_ Usher – ensure guests are finding seats, ensure all bench space is utilized to the fullest, etc.

\_\_\_\_\_ Spotlights – work a spotlight for one or more shows, training provided

\_\_\_\_\_ Backstage crew – assist with props and scenery, before (move to rink from storage unit), during and after the shows

\_\_\_\_\_ Costume Coordinator – assist the Costume Director(s) in communicating and coordinating with a specific “group”, may involve helping to obtain accessory pieces such as gloves, boot covers, head pieces, etc.

\_\_\_\_\_ Hospitality – assist chairs in setting up and running the adult hospitality room (as needed). NOTE: most families involved in a show contribute a food item or drinks to the hospitality room.

\_\_\_\_\_ On Ice Help (aka Gatekeepers) – experienced show parents who can be on the ice for one or more shows ensuring skaters are at their proper entrance/exit gates, may involve moving props, scenery or costume changes

\_\_\_\_\_ Concessions – work the concessions table during a show, must be at table in lobby 30 minutes prior to show start

\_\_\_\_\_ Flowers (as needed) – assist chairs assemble pre-purchased flower bouquets for skaters; this is usually done the Saturday morning of the show and is dependent on number of orders received

\_\_\_\_\_ Girl Scout Program – assist the chair in running Girl Scout night, usually after 2<sup>nd</sup> Saturday show

\_\_\_\_\_ Props/Scenery – assist chair with making or obtaining props/scenery pieces; creativity and execution skills required

\_\_\_\_\_ Clean Up After Last Show – help break down sets, load trucks, pack storage unit, etc.

I understand that the Show Committee will do their best to accommodate my areas of interest. **Initials** \_\_\_\_\_

I understand that if I cannot fulfill my volunteer duties, I will be fined \$100 and my child will not be able to participate in any further shows until the fine has been collected. **Initials** \_\_\_\_\_

Skater’s Name: \_\_\_\_\_

Volunteer’s Name: \_\_\_\_\_

Email (please PRINT clearly): \_\_\_\_\_

Tel: \_\_\_\_\_

**Additional Skills Needed**

The Costume Director(s) and Props/Scenery Coordinator(s) would like to expand their pool of parents able to help in these areas. If you have any of the skills below or have a friend or family member who has reasonable pricing, please indicate below. Often sets, props, costumes, etc. have inspiration pictures only, hence the ability to deconstruct concept, work with a verbal "vision" and reproduce so that it is skater, ice and budget friendly\* is a must.

\_\_\_\_\_ Painting – able to look at an inspiration picture and reproduce

\_\_\_\_\_ Sewing – able to sew from a picture or with some guidance, patterns are infrequently used but guidance on designing one might be available

\_\_\_\_\_ Headpieces/jewelry – able to construct skater safe and durable pieces, guidance or inspiration picture usually given but creative suggestions welcome

\_\_\_\_\_ Metal working – able to solder or weld to make props or set pieces

\_\_\_\_\_ Wood working – ability to construct sturdy, ice safe props or set pieces

\_\_\_\_\_ Other crafting – paper-mache or other crafting skills used in constructing oversized props, ability to work off an inspiration picture or verbal "vision" briefing

\_\_\_\_\_ Other, please specify any skills that would be of benefit \_\_\_\_\_  
\_\_\_\_\_

\*Skater-friendly – props, headpieces or costume pieces that can withstand speed and movement without pieces falling off or integrity being compromised. Props must have durability since they are often moved and tossed quickly during scene or costume changes.

\*Ice –friendly – props or set pieces that are scaled larger than normal (for ease in viewing from a distance) can move easily on and off the ice and have the durability to withstand handling from skaters and/or movement from backstage crew

\*Budget-friendly – the vision to use ordinary or inexpensive objects to create props, set pieces, etc., production budget is limited

**Permission to Photograph and to Publish Photographs and DVDs**

I understand that photographs and names of show participants may be used in Club publications, advertisements and promotion whether in print, on the Club website, on television or in connection with other media. I also understand that the show will be filmed and that there will likely be one or more photographers taking photographs during the show and show rehearsals. I further understand that individuals who photograph skaters for the Club may post photographs they take on their own websites and that show DVDs will be made available for sale to Club members and/or for use in connection with publicity for the Club and/or future shows. **Initials** \_\_\_\_\_ Finally, I understand that participation in the CFSC's production of **THE NUCRACKER** requires strict compliance with the above provisions.

**Parent or Legal Guardian :** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please retain a copy of the contract for yourself and send the original signed contract to:**

**Marna Schacknies**

**3021 Carlee Run Ct.**

**Ellicott City, MD 21042**

(Checks payable to CFSC, details on Show Fees Form)