

2021 Nutcracker on Ice Participation Contract

Please complete this form and deliver it to the Columbia Figure Skating Club Nutcracker on Ice Show box located at the Columbia Ice Rink. **DEADLINE FOR THE CONTRACT IS Monday, September 27th, 2021.**

Performance dates:

Saturday, December 11th 3:30pm (Show Times TBD)

Sunday, December 12th 3:30pm (Show Times TBD)

Off-ice and on-ice practices:

Begins Sunday, October 24, 2021. Rehearsal time: Sundays 5:15-7:15pm

Mandatory Dress Rehearsal Sunday, December 5 (5:15-7:15pm) and Thursday, December 9, (4:30-6:00pm)

FOR CHILDREN UNDER THE AGE OF 18

_____ HAS MY PERMISSION TO PARTICIPATE IN **NUTCRACKER ON ICE** PRODUCED BY THE COLUMBIA FIGURE SKATING CLUB, DECEMBER 11th & 12th, 2021.

ADULT SKATER NAME: _____

CASTING:

Please select the number of parts appropriate for your skater. Consider your budget, your child's/your commitment to perform and your family schedule. Committing to two parts in the show will require two costumes and associated accessories (head pieces, gloves, tights, etc.).

My skater would like to be cast for (check one):

one part

two parts

Featured or solo parts are generally given to skaters who are more than recreational skaters and have private lessons. Some skaters will be considered for a featured or solo part, skaters (and parents) agree to:

- pay for additional choreography as needed
- pay for custom made costume as needed
- pay for ice time at other rinks as needed
- use freestyle time to rehearse
- understand that soloists may not have scheduled on-ice time until dress rehearsal
- willing to adjust **your** schedule (e.g., early morning or weekend sessions) for solo choreographer

Additionally, please note the following:

- highly recommended to have a private coach
- soloist parents MUST volunteer additional hours

Opt out—a group part is fine!

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

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**

Skater information:

Skater(s) Name: _____

Age: ____ Height: _____ Professional Coach: _____

Highest Passed Skating Level: Moves in Field _____ Freestyle _____

◆How many times do you skate in a week: () once a week () 1-2 times a week () 2-3 times a week () 3-4 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 2020/2021 year: ____YES____ NO

◆How many CFSC Shows have you performed in (**write in number**): Nutcracker ____ Spring Show ____

Requirements for Participation:

1. Skaters must be registered members or associate members of the CFSC. **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. Costumes are either custom made by the costume director or designate, rented by CFSC, or purchased. 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 Lead Artistic Director 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 NUTCRACKER ON ICE. All show participants *must attend and be on time for all rehearsals, mandatory dress rehearsal and shows* unless excused in advance by the Show Committee. 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. Continued lateness to 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 be reviewed by the show committee. No complaints may 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 (SkateSafe) 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 (SkateSafe) recommendations and guidelines for athlete protection, CFSC requires a minimum of 1 Locker Room Monitor per locker room for dress rehearsal and show (under the direction of CFSC's SafeSport Compliance Chair and the Show Committee) to ensure the safety of skaters using locker rooms for costume changes. If CFSC fails to attain this minimum number of locker room monitors, I understand the skaters assigned to the locker rooms will have to evacuate. **Initials** _____

8. Parents are encouraged to take the "Parents Guide to Misconduct in Sport" at www.athletesafety.org. With changes to the Safe Sport (Safe Skate) program and the commitment we all share for children, education and awareness are essential to support efforts to keep skaters safe and promote a positive environment.
Initials _____

Rehearsal-Meeting Schedule

We have 7 weeks of rehearsal time; skaters may only miss 1 rehearsal before their role could be re-evaluated. Missing more than one rehearsal puts your skater at a disadvantage and is unfair to the other skaters in their group. Please review the schedule, academic calendars, and any other weekend activities before committing you and your skater.

Date	Details:	Time
Sunday, Oct. 17	Cast List Posting & Parent Meeting	5:15-7:15pm
Sunday, Oct. 24	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Oct. 31	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Nov. 7	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Nov. 14	Parent Meeting & On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Nov. 21	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Nov. 28 (Thanksgiving weekend)	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Dec. 5 (dress rehearsal)		5:15-7:15pm
Thursday, Dec. 9 (dress rehearsal)		4:30-6:00pm
SHOW DAYS – Dec. 11 and 12		

If you have an academic or religious conflict or major family event (wedding, graduation, etc.), please list event and date/time below.

EXAMPLE: SAT Test, Nov. 18, 2:00-4:00pm, Jane Skater will plan to attend after testing completes.

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.

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 – sell tickets at various shifts (e.g., Saturday Learn to Skate, public sessions, etc.)
- 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 in communicating and coordinating with a specific “group”. May involve assisting during rehearsals.
- Show Program—assist in designing the show program. Includes organizing cast pictures, data input and layout.
- Hospitality – assist chairs in setting up and running the adult hospitality room (as needed).
- 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 2nd 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 charged a \$100 volunteer fee. **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 by 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

Communication

All show-related news is communicated weekly via email. Always double check emails prior to Sunday rehearsal to ensure you have the latest information and schedule, times can and do change! Please list all email addresses below that you would like included on the distribution list. Parents are responsible for ensuring skaters are at rehearsals at the correct time.

PRINT ADDRESSES CLEARLY!

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

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 **NUTCRACKER ON ICE** requires strict compliance with the above provisions.

Parent or Legal Guardian: _____

Date: _____

Please retain a copy of the contract for yourself and deliver the original signed contract to the CFSC Nutcracker on Ice Registration Drop Box located at the Columbia Ice Rink.

Show Participation Fees:

Registration is considered complete and forwarded to casting once you have paid the show participation fee and submitted your signed contract. Contracts are due: 9/27/21.

Show participation fees for the 2021 Nutcracker on Ice are:

\$180 if paid by check (payable to CFSC-submitted with contract in the CFSC Nutcracker Registration Drop Box located at the Columbia Ice Rink)

\$185 if paid via credit card. Link located on the www.columbiafsc.com home page. Contract must be submitted to the CFSC Nutcracker on Ice Registration Drop Box located at the Columbia Ice Rink.

Payments are due by 9/27/21. Payments after 9/27/21 will be subject to a \$50 late fee (new members as of 9/26/21 are excluded from the late fee).

Questions? Please email ColumbiaFSCBoard@gmail.com and/or attend our Nutcracker on Ice Information Meeting on Sunday, 9/26/21 at 6:00pm at the Columbia Ice Rink.