

2023 CFSC Spring Show Participation Contract

Please complete this form and deliver it to the Columbia Figure Skating Club Spring Show box located at the Columbia Ice Rink. Completed forms may also be sent to columbiafscshows@gmail.com. **DEADLINE FOR THE CONTRACT IS Sunday, February 19th, 2023.**

Performance dates:

Saturday, May 20th 3:30pm (Show Times TBD)

Sunday, May 21th 3:30pm (Show Times TBD)

Off-ice and on-ice practices:

Begins Sunday, March 12th, 2023. Rehearsal time: Sundays 5:15-7:15pm

Mandatory Dress Rehearsal : Sunday, May 14th , 5:15-7:15pm

Mandatory Dress/Tech Rehearsal : Thursday, May 18th , 4:30-6:00pm

FOR CHILDREN UNDER THE AGE OF 18

_____ HAS MY PERMISSION TO PARTICIPATE IN **SPRING SHOW** PRODUCED BY THE COLUMBIA FIGURE SKATING CLUB, MAY 20th & 21th, 2023.

ADULT SKATER NAME: _____

CASTING:

Every skater will be cast into 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 USFSA National Qualifying Series, 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 National Qualifying Series, USFSA Sectionals, US National Championships or the USFSA National Showcase Competition taking place 2022/2023 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 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 \$100.00 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 the Spring Show 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 SkateSafe recommendations and guidelines for athlete protection as set forth in the USFS SkateSafe Handbook. As part of this compliance, CFSC requires that all individuals involved in the production of the **Spring Show** 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 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 SkateSafe 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 safesporttrained.org. With changes to the Safe Sport (SkateSafe) 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 9 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, Mar. 5	Cast List Posting	5:15-7:15pm
Sunday, Mar. 12	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Mar. 19	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Mar. 26	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Apr. 2	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Apr. 16	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Apr. 23	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, Apr. 30	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, May. 7	On-Off Ice Rehearsal	5:15-7:15pm
Sunday, May. 14 (dress rehearsal)	Mandatory Dress Rehearsal	5:15-7:15pm
Thursday, May. 18 (dress/tech rehearsal)	Mandatory Dress/Tech Rehearsal	4:30-6:00pm
SHOW DAYS – May. 20 and 21		TBD

If you have an academic or religious conflict or major family event (wedding, graduation, etc.), please list the 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 and distribute 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).
- _____ Gatekeeper – 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 assisting 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 units, 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 **Spring Show** 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 Spring Show 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: 2/19/23.

Show participation fees for the 2023 Spring Show are:

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

\$185 if paid via credit card. Link located on the www.columbiafsc.com home page.

Contracts must be submitted to the CFSC Spring Registration Drop Box located at the Columbia Ice Rink (preferred) or sent to columbiafscshows@gmail.com (Participation Form listed in the subject line).

Payments are due by 2/19/23. Payments after 2/19/23 will be subject to a \$50 late fee (new members as of 2/19/23 are excluded from the late fee).

Questions? Please email ColumbiaFSCshows@gmail.com and/or see our Spring Show desk on Sunday 2/19/23 during club ice at the Columbia Ice Rink.