

The Glyndon Area Players
Cast, Crew, Orchestra, Production Staff Contract – 2026



Welcome to the **Glyndon Area Players'** 2026 production of "**FROZEN**". Please read this contract carefully, initial each requirement, and sign on the last page. This contract applies to **ALL** cast, crew, orchestra and production staff members; if you are under 18 years old or are not yet driving yourself, a parent or guardian must also sign.

I, _____, hereby accept the role(s) of _____
in the Glyndon Area Players' 2026 production of "**FROZEN**".

_____ **I understand that I am expected to:**

- a) Be prepared for all rehearsals (arrive promptly and ready to begin rehearsal at the scheduled time) and show performances (arrive 2 hours prior to show time).
- b) Wear appropriate, modest attire (***no bare midriffs, strapless or spaghetti-strap tops or short shorts ever, skirts/dresses only when worn with shorts/spandex underneath, supportive undergarments for males and females at all times***) and appropriate closed-toe shoes for all rehearsals and set builds.
- c) Be attentive and focused during rehearsals and show performances.
- d) Maintain a positive attitude throughout the rehearsal schedule and during all show performances
- e) Respect the rights and well-being of all other cast and production members.
- f) Treat all property and production property at all venues with respect (i.e., costumes, make-up, set, props, scripts).

Additionally, I understand that, if I engage in any behavior deemed as inappropriate by the Director or a member of the Production Staff, my role in the show may be reassigned and/or I may be dismissed from the show.

_____ I understand and commit to rehearsals on **Tuesdays and Thursdays from 6:30 – 10:00 pm**, and on **Sundays from 2:00 – 6:00 pm**. Any prior commitments, such as family vacations, must be submitted in writing **BEFORE JUNE 1st**, and approved by the Director. Unexplained absence from a rehearsal could result in the performer putting his/her role in jeopardy. Illness on a rehearsal day **must be communicated PRIOR to rehearsal time** to the production staff.

_____ I understand that in accepting any role with Glyndon Area Players, the performer agrees that "**FROZEN**" is his/her top priority; therefore, **will not accept a role in another production with any other production company encompassing the period from June 15, 2026 through our final performance**. In addition, the performer must not miss excessive rehearsals due to other commitments. This policy applies to everyone in the production cast, not just the leads. It is important to remember that other cast members have to work with your role, and your absence impacts the rehearsal.

_____ I understand that **Attendance during each rehearsal of Tech Week is mandatory for everyone!*****

_____ I understand that my behavior must, at all times, be respectful of the property, the other castmembers and the production staff members. I further understand that I am expected to be **positive, attentive and focused** during all rehearsals, set builds and shows.

_____ I understand that alcohol is **NOT PERMITTED** at any location we are using for this production **AT ANY TIME**.

_____ I understand that all families are expected to contribute in some way to this production.

- Each family is expected to sell *business/personal ads* for the *Program*.
- Each cast member should expect to provide a portion of his/her costume (including but not limited to tights and shoes) and makeup (including application sponges, mascara, wipes), and contribute a Production Fee toward the cost of other show-related items.

- Each castmember is required to pay a **Production Fee of \$100.00, to be paid at the Kick-Off meeting in May**. These funds will be used to defray the costs of makeup, costumes, set pieces and props, membership dues, and a show t-shirt (which will be worn for several performance and/or marketing events).
- There are many committees on which parents and cast members are expected to participate. Information will be distributed detailing what this help entails at the Kick-Off Meeting. Additional information will also be provided via email or rehearsal announcements.
- Help with **Set Construction** is **MANDATORY** for all cast members and/or their families. While it is not mandatory to be present on all set construction days, it is encouraged. However, you **MUST** participate for **at least 10 hours on or before July 24th** in this arena as a cast member or family of a cast member. Parents are expected to fulfill this obligation if their child is too young (under 8) to help out themselves, but all cast members over the age of 8 are required to participate with their family members!
- **SET CONSTRUCTION FOR ALL CAST MEMBERS IS ALSO MANDATORY ON SATURDAY, JULY 18th and 25th – ALL CAST MEMBERS AND THEIR FAMILIES ARE EXPECTED TO PARTICIPATE FOR A MINIMUM OF 4 HOURS ON EACH OF THESE DAYS. These are move-in day and the first day of Tech Week, and the last chance to ensure the set and costumes are perfect!**
- All parents of cast members aged 18 and younger are expected to assist with child/teen supervision during **at least 2 rehearsals** and during **at least 1 show**. (Please note that when you are the parent supervisor during a performance, you will not be able to watch that performance, except on the video feed in the dressing rooms). Sign-up sheets will be provided at the Kick-Off Meeting and before the first rehearsal.
- **Set Strike** – is **MANDATORY** and **NON-NEGOTIABLE** for **ALL** performers and their family members immediately following the **final performance**. We must break down the set, pack up costumes and props, and clear all of GAP's possessions out of the theater and dressing rooms. Dinner will be provided – each family will be asked to provide something toward this meal. Before we leave that evening, we have to remove all GAP property and return the space to its original condition.
- Think of this as a fun summer **family** project! Get involved! You'll have a blast!!

For all performers under the age of 18 – If a parent drives you to rehearsal, he/she **may not just drop you off** outside the building to come in on your own. **Your parent or guardian must accompany you into the building and stay until after roll-call and announcements are made.** If one parent drives several cast members, that parent is responsible for listening to announcements and conveying the information to the parents of the people she/he drove. Important information is communicated before each rehearsal that both the performers and parents must hear! For **pick-up**, all performers under the age of 18, who did not drive themselves to rehearsal, **must have a parent come inside the building to sign her/his child out – no exceptions.** (The same policy applies when multiple kids are picked-up.) This policy on drop-off and pick-up applies to any members of the **orchestra** who are under 18, as well. *We hope you understand, as we are concerned for everyone's well-being.*

Performers under the age of 18 who are driving – If you will be driving yourself to rehearsals, your parents must complete the driving permission below.

Kick-Off Meeting – will be held in May (tentatively **Saturday, May 9th** at 11:00 am). All castmembers and parents of any castmembers under the age of 18 must attend.

***** Tech Week** – Tech Week is the week immediately prior to the first show. This year, Tech Week will run from **Saturday, July 25th through Thursday, July 30th**.

During Tech Week, our schedule is as follows;

Saturday, July 25th – minimum of 4 hours commitment per cast member at set build

Sunday, July 26th – 2:00–11:00 pm (possibly as late as midnight) - we will take a dinner break, usually from 6:00 – 7:00; parents will be asked to contribute a food/drink item and/or assist with the dinner.

Monday, July 27th through Thursday, July 30th – 6:30–11:30 pm (possibly later) - We may finish slightly earlier or later, and will attempt to let parents know if that is likely.

Everyone is required to stay for the duration of ALL rehearsals, unless otherwise directed by production Director.

There will be an additional rehearsal between show weekends, day/date determined by the Director.

Show Schedule – all cast members are required to arrive **2 hours** prior to show time for **all** performances for makeup, costuming, vocal warm-up and pre-show cast meeting.

Friday, July 31st –	8:00 pm – Opening Night
Saturday, August 1st –	1:00 pm
Saturday, August 1st –	8:00 pm (Dinner Theatre - dinner begins at 5:00 pm)
Sunday, August 2nd –	1:00 pm
Thursday, August 6th –	7:30 pm
Friday, August 7th –	8:00 pm
Saturday, August 8th –	2:00 pm (Character Brunch begins at 11:00 am)
Saturday, August 8th –	8:00 pm
Sunday, August 9th –	1:00 pm – Final Show (everyone stays for Set Strike)

CAST, CREW, ORCHESTRA, PRODUCTION STAFF CONTRACT

Performer's Contract: *All cast members must sign, regardless of age:*

I, _____, understand what is expected of me as a cast, crew or orchestra member of "**FROZEN**" and agree to support The Glyndon Area Players in all areas listed above.

Signature _____ Date: _____

Parent's signature: *For all cast members under the age of 18:*

I understand what is expected of my child, and agree to support The Glyndon Area Players in all areas listed above. I also understand that a parent or responsible adult must come into the school for announcements at the start of each rehearsal and sign in their child(ren). Parent or responsible adult must also come in at the end of the rehearsal to sign their child(ren) out.

Parent's signature _____ Date: _____

Parent's Permission for Driving:

My child, _____, is 16 years or older and is a licensed driver whom will be driving to rehearsals.

They will be driving to all rehearsals

They will only be driving to some rehearsals, and I understand when they are driven, a parent must come in for announcements and to sign them in and pick them up the same way.

Parent's signature _____ Date: _____

Parents Permission for Driving with another Cast Member:

My child, _____, will be driven to and from rehearsal by _____ . I understand announcements will be made before and after each rehearsal and I am obligated to find out about this information from whoever drove my child.

Parent's signature _____ Date: _____