Congratulations! Your child has been accepted into the cast of

**ATTACK OF THE POM POM ZOMBIES!**

Please make sure that you and your child read ALL of the information below, and fill out the info in this packet.

**INCLUDED IN THIS PACKET:**

☑ Cast Contract (mandatory due September 21st)
☑ Contract Sheet (mandatory due September 21st)
☑ Student Bio (mandatory due September 21st)
☑ Advanced Ticket Sales (optional DO NOT TURN IN UNTIL OCTOBER 10th)
☑ Playbill Advertisement (optional DUE OCTOBER 3rd)
☑ Howl @ The Moon Parent Volunteer sheet

**WHO DO I CONTACT?**

If you have questions directly about the play or rehearsal (missing rehearsal, a question concerning your role, a question about the call sheet or calendar) contact Erin Samuels (Head Director).

ErinSamuels@katyisd.org

If you have questions about anything else (playbill, paperwork, bio, headshots, parent volunteers) email Mrs. Banister:

RachelMBanister@katyisd.org
IMPORTANT INFORMATION:

Please sign up to receive text messages for this production.

If your child has a phone, please allow them to sign up, too!

Tell people to text @pomzombie to the number 81010

They’ll receive a welcome text from Remind.
If anyone has trouble with 81010, they can try texting @pomzombie to (469) 645-0935.

Remind 101 Code: see above information
Show Dates: October 28th and 29th @ 7:00 (early call times TBA)
Bloody Saturday: October 8th 9:00-12:00 Cast called 1:00-4:00 Crew called
THE FINE PRINT! READ CAREFULLY!

☑*Bloody Saturday REHEARSAL IS MANDATORY! On this day we add all our technical elements to the show. ALL CAST AND CREW MEMBERS MUST ATTEND THIS REHEARSAL OR THEY WILL BE REMOVED FROM THE PRODUCTION. *Only emergency situations that have been APPROVED by the directors will be excused. Any questions about this date need to be addressed with the directors immediately.

☑Check the Rehearsal Calendar and call sheet! Hi-light all the days you are called, and pay attention to the call board and text messages, in case an extra day needs to be added. If you miss more than three rehearsals (unexcused), we will remove you from the show. We need all actors and crew members on their appropriate call dates in order to run a successful show. Tutorials, splitting time with an in-school sport, or re-taking a rest does not count against you!

☑Absences are EXCUSED with a WRITTEN note/email to the Directors from the parent, or an absence from school. Verbally telling a Director is not enough -we will forget! ☺

☑Children need to be picked up promptly at the end of rehearsals, or they will need to arrange for a ride, or ride their bike, or walk home after rehearsals. CARPOOL IF YOU CAN! *If we have to wait, repeatedly, with your child after rehearsals to be picked up, your child will be subject to removal from the production.

*Students must pass the first six weeks in order to be in this production. Students who receive a failing grade, in any subject, will be removed, as per UIL policy.

☑There will be a Production Fee of $25 for this show for Cast members. The fee covers costs of lumber, paint, props, makeup, costumes, etc. but is not all inclusive. Not every item can be purchased for $25 - cast members may have to provide their own shoes or “bottoms”, depending on the character—we will let you know as needed. This fee is due September 21st. There will also be cast and crew T-Shirts on sale for $5 at a later date. Please do not send money for that now.
Zombie CONTRACT | Mandatory | Due September 21st

1. I am aware of the production dates for this show. If I cannot attend both productions nights, I will be removed from the show.
2. I realize that if I have more than three unexcused absences, I may be removed from the show.
3. I will pay attention and follow my rehearsal calendar and be responsible for knowing what dates I am called to rehearsal. This is my job, not my parent’s job!
4. I will be respectful to the directors and the cast and crew members. If my behavior is not respectful I could be cut from the show.
5. I will remind the person picking me up, to pick me up on time from rehearsals.
6. I realize there is a $25.00 production fee for this show.
7. I will treat the show’s set, props, and costumes with respect.
8. I will not drink anything other than water or eat while in costume.
9. I realize my attendance on Bloody Saturday is mandatory.

By signing the contract I am agreeing to all the information above.

Student Signature: ________________________________________________

Student Printed Name: ____________________________________________

Parent Signature: ________________________________________________

Parent Printed Name: ____________________________________________
Zombie | Contact Sheet
MANDATORY - September 21st

Student name as you want it to appear in the playbill:
__________________________________________________________

My role for this show is:
__________________________________________________________

Parent Email: (please print)
__________________________________________________________
__________________________________________________________

Emergency Contact 1: _______________________________________
Phone Number: ______________________________________________
Relation: ____________________________________________________

Emergency Contact 2: _______________________________________
Phone Number: ______________________________________________
Relation: ____________________________________________________

Does your child have allergies or any other condition that would affect their performance in this production? If yes, how should it be treated?
ADVANCED TICKET SALES--DO NOT TURN THIS PAPER IN EARLY!

Advanced tickets will be available on 10/10 for _____________.

You can purchase up to 5 tickets. These are for advanced seats which means the VIP section located in the front half of the cafeteria. We will only sell 140 advanced tickets, per night, first come first served.

HOW DO I GET MY TICKETS:

Your child can come T-9 on the morning of 10/10. Students will receive a pass if the line is long. Your advanced ticket guarantees you a reserved seat for the show. These tickets are $10.00 per ticket. These tickets will only be available to purchase on 10/10 in Mrs. Banister’s room (T-9).

Please do not turn in this form early. No forms will be accepted until 10/10.

General admission tickets will go on sale shortly after and can also be sold at the door on the night of the show. General admission tickets are $5.

All forms go to Mrs. Banister in T-3.

Parents Name: ________________________________

Student Name: ________________________________

Theatre Teacher: ________________________________

Friday Night _____________ (number of tickets up to 5)

Saturday Night _____________ (number of tickets up to 5)

$______________ Total

I am paying with: (all checks payable to WCJH Theatre)

_____ Cash _____ Check ____________ Check #
Playbill Ad Form | Due October 3rd

Our playbill is a great way to send a message to your child on the night of the show.

If you want to place an ad in our playbill, please complete the attached form.

INFORMATION:

Mrs. Banister and her Publication students will design the ad for your child, you only need to provide the info you want on the ad, and email her a photo if you want a picture included.

-----------------------------------------------

All playbill forms are due to Mrs. Banister by October 3rd.

***Please email all photos to: RachelBanister@katyisd.org

PHOTOS ARE DUE (email) WHEN YOU TURN IN YOUR SHEET.

Example Ad:

Break a leg Rachel! We are so proud of you!

Love,

Matt, G, Grumpy, Logan & Reese

Ad Size Options:

(playbills are printed on 8 ½ by 11 pages)

¼ Sheet: $20.00 (text only)

½ Sheet: $40.00 (must include pic) Whole Sheet: $80.00 (must include pic)

PLEASE MAKE ALL CHECKS OUT TO WCJH THEATRE.

MONEY IS DUE WITH THE RETURN OF THIS FORM.
STUDENT AD FORM

Child’s Name: ____________________________________________

Theatre Teacher: ________________________________

Parent contact name: ____________________________________________________________

Parent contact email: __________________________ Phone # ________________________

I want my ad to say: (please print)

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Ad Size:

_____ ¼ page ($20.00)  *no picture option

_____ ½ page ($40.00) *MUST INCLUDE PICTURE

_____ whole page (80.00) *MUST INCLUDE PICTURE

CHECK ONE:

_____ I will send a completed ad to Mrs. Banister that I make myself.

_____ I want Mrs. Banister to design my ad for me.

*all pictures are due to RachelBanister@katyisd.org. She can not make your ad until you send
in this picture. Please email the picture on the day you turn in your sheet.

Total: $___________________

Please mark one: _____ Cash _____ Check _____Check #
Howl @ the Moon Parent Group

We need your help!!! We can’t do this without you!

Parent name: _____________________________________________________________

Parent Email: ___________________________________________________________

Contact Phone Number: ___________________________________________________

Child’s Name: ____________________________________________________________

Check One: My child is a(an):

___________ actor in the play  _____________ part of the crew

Theatre Teacher: __________________________________________________________

CHECK ALL THAT APPLY! 😊

___ I can help with the set (paint, building, hanging backdrops)!

___ I can help by gathering or making props!

___ I can sew!!

___ I want to donate concessions to sell on the night of the show! (candy, chips, cokes, water)

___ I want to help Mrs. Banister with the playbill! (typing bios, organizing papers)!

___ I want to work on the night of the show selling concessions, tickets, or merchandise
  (before and after the show)!

___ I can help chaperone the crew and actors before the show starts!

___ I want to run errands for the show.

___ I want to help on Bloody Saturday.

___ I am here to help with ANYTHING you need!

___ OTHER: ____________________________________________________________
This is how I want my child’s name to appear in the playbill:
Please Print

CHECK ONE: I am a.......  
_____ Cast Member  
_____ Crew Chief  
_____ Assistant Crew Chief

Student Bio:
Please write a bio in **third person**. This will appear in the playbill. We will type it exactly as written.

**Example:**
Rachel is an 8th grader. She is excited about playing the role of Mrs. Unicorn. Rachel loves to sing, dance, and take pictures. She would like to thank her mom and dad for all their love and support, and for taking her to and from rehearsals. She wants to thank her theatre directors for helping her become a better actress. She wants to thank her best friend, Erin, for all the laughs! She hopes you enjoy the show.

Now it’s your turn:
FINAL REMINDERS

☑ Make checks payable to WCJH Theatre
   Please put your child’s name in the memo.

☑ Please put money in an envelope with your child’s
   name on the front.

Due Dates:

Today:
   Join the Remind 101 group.

September 21st:
   Contract
   Volunteer Form
   Contact Form
   $25.00 Production fee (WCJH THEATRE)
   Bio Sheet

Optional:

October 3rd
   Playbill Ad

October 10th
   Advanced Tickets