

**Dance Alive National Ballet**  
**COMMUNITY NUTCRACKER**  
**ADDITION TO TECHNICAL REQUIREMENTS IF USING LOCAL COMMUNITY DANCERS**

The following information is intended to make life easier for all concerned. If you have any questions, please feel free to call -

DANB CONTACT:

Kim Tuttle, Artistic Director  
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352/359-2007 - cell  
Additional info: Judy Skinner, Grants and Education Director  
[dalive@bellsouth.net](mailto:dalive@bellsouth.net) - office  
(352) 371-2986 – DANB Office phone/fax  
1325 NW 2<sup>nd</sup> St.  
Gainesville, FL. 32601  
[www.dancealive.org](http://www.dancealive.org)

**AGREEMENT**

PROVIDED BY DANB:

1. DANB will provide sets and costumes for all DANB personnel.
2. DANB will provide choreography, which is not to be changed without the written consent of the Artistic Director.
3. The DANB Artistic Director or her representative will conduct an audition , post the casting and teach the choreography in one day. (on a weekend)
4. DANB will provide costumes to include:
  - A. Soldiers: Pants, jackets, guns, hats (up to 32)
  - B. Mice: Body suits, gloves, masks (up to 15)
  - C. Party Girls : Pantaloon (up to 16)
  - D. Tumblers: Bodice, pants, ankle ruffs, bows (up to 15)
  - E. Clara’s Friends: dresses and pantaloons (up to 8)
  - F. Party boys: knickers and shirts for party scene (up to 4)
5. Combined final rehearsal onstage with DANB cast prior to performance.

PROVIDED BY SPONSOR:

1. An audition space and subsequent rehearsal spaces.
2. Appropriate advertising for the audition through telephone, flyers and media to inform teachers, dancers and parents of the audition. This requires contacting dance studios and gymnastic schools.
3. A Coordinator for the entire project. This person should be:
  - A. The main coordinator from your end.
  - B. The person who handles the organization of the audition, is present during the audition and rehearsal period to answer any questions.
  - C. Should be at ALL stage rehearsals and performances.
  - D. Should organize backstage, make-up and waiting areas for dancer during the performance (s)
  - E. Should organize food plans, costume changes and any parents needed for above.
  - F. This may or may not be the same as #4 below. It is at your discretion as a sponsor.

**4. One qualified dance person to run rehearsals or to delegate rehearsals to other instructors**

in between the audition and initial rehearsal and final rehearsal onstage.

- ANYONE IN CHARGE OF REHEARSALS **MUST BE AT THE AUDITIONS AND THE INITIAL REHEARSAL WHEN THE CHOREOGRAPHY IS TAUGHT.**
- **MUST ALSO BE AT FINAL TECH & DRESS REHEARSALS AND AT PERFORMANCES.**

**5. Costume coordinator and a suggested minimum of two (2) assistants.**

This person will be responsible for:

- A. Checking all party costumes to make sure they are all similar, and that colors are complimentary.
- B. Will be responsible for assisting the Artistic Director or her representative in handing out AND checking in the DANB costumes loaned for the performance (s) at the final rehearsal. All costumes are numbered and an inventory sheet will be provided.

**\*\*NOTE:** Unless arranged in another manner by the sponsor, community dancers must provide the following; (This needs to be made clear to parents at the outset.)

- A. Soldiers: White leotards or pink leotards. **ALL MUST BE THE SAME.**  
Pink Tights  
Black ballet shoes with white or pink elastic.  
Wrist length white gloves.  
Red felt cheek circles.(put on with false eyelash adhesive)
- B. Mice: Black tights or black unitards. **ALL MUST BE THE SAME.**  
Black ballets or black jazz shoes. **ALL MUST BE THE SAME.**
- C. Tumblers: White tank leotard and white tights or white unitard. **ALL MUST BE THE SAME.**  
White thin-soled tennis shoes or acrobatic shoes. **ALL MUST BE THE SAME.**
- D. Party Boys: White tights and black ballet shoes with white elastic.
- E. Party Girls: Party dress as specified with; matching hair bow. Pink tights and pink ballet shoes.

**ANY COSTUMES MISSING WILL BE BILLED TO THE SPONSOR**

Soldier Pants	\$20
Soldier Tops	\$40
Pantaloon	\$15
Mouse suits	\$40
Tumbler	\$45
Mouse masks	\$50

**6. FOR AUDITIONS AND REHEARSALS THE SPONSOR WILL PROVIDE:**

1. A large space with wooden floor: preferably the performance stage.
2. Work lights on stage and house lights in audience.
2. Table and chair set up down-stage center
3. Sound system to include CD player plugged into house system set up on table, and microphone stand set up down-stage center on table.
4. Room must be at a moderate temperature level no less than 72 degrees.

The DANB Artistic Director or her representative will conduct an audition which is a ballet class during which time steps from the various Nutcracker dances will be taught, post the casting within 1 hr. after the auditions are concluded, and teach the choreography. This will be all in one day. (weekend) Schedules will vary, but generally begin at 9 AM and finish at 6 PM. Schedule will be set by Artistic Director.

REGISTRATION AND AUDITION: Registration should be ONE HOUR PRIOR TO THE AUDITION and handled by the coordinator.

1. Children should sign in and fill out a sheet that includes NAME, ADDRESS, PHONE, AGE, HEIGHT, DANCE STUDIO and NUMBER OF YEARS OF TRAINING.
2. The above sheet should be NUMBERED. The same number should be on a label which is then pinned to the front of their dance attire. Each studio should have a different color label. This is to insure a fair casting process.
3. Parents should sign their name and agree to the following conditions which should be included on the registration form.

A. I UNDERSTAND, IF CAST, MY DANCER MUST ATTEND THE CHOREOGRAPHER'S FIRST REHEARSAL FOLLOWING THE AUDITION AND THE FINAL TECHNICAL AND OR DRESS REHEARSAL ON STAGE.

B. I UNDERSTAND MY DANCER MUST ATTEND 5 OUT OF 6 REHEARSALS IN-BETWEEN THE FIRST REHEARSAL AND THE TECHNICAL REHEARSAL.

C. IF CAST AS AN UNDERSTUDY, I UNDERSTAND MY DANCER MUST ATTEND THE SAME.

D. I UNDERSTAND DANCERS MAY BE REPLACED AT THE DISCRETION OF THE REHEARSAL COACH FOR THE FOLLOWING REASONS: UNEXCUSED ABSENCES FROM REHEARSALS, INJURY, ILLNESS OR POOR BEHAVIOR.

E. I UNDERSTAND THAT IF MY CHILD IS CAST AS A PARTY PERSON, I MUST NEED TO PROVIDE AN APPROPRIATE DRESS.

DANB will make every effort to make this show the best possible. We strive for perfection and pride ourselves on our flexibility. If there are any questions, please contact us at your earliest convenience.

**\*SPECIAL NOTE: GENERALLY SPEAKING, DANB NEEDS ACCESS TO THE THEATRE THE NIGHT BEFORE THE PERFORMANCE TO HAND OUT AND FIT COSTUMES, TECH, DRESS, ETC. PLEASE CHECK WITH DANB ARTISTIC DIRECTOR KIM TUTTLE WHEN MAKING THEATRE ARRANGEMENTS. In other instances, costume hand-out and fittings are done at the regular rehearsal space. Please confirm with Artistic Director.)**

For the Artist

For the Local Manager

For the Coordinator

Signed \_\_\_\_\_  
Date \_\_\_\_\_

Signed \_\_\_\_\_  
Date \_\_\_\_\_

Signed \_\_\_\_\_  
Date \_\_\_\_\_