



## Participation Agreement (March 27, 2024)

Each cast member/family is asked to sign this Participation Agreement so that you understand your responsibilities to Chaska Valley Family Theatre (CVFT), your fellow actors, and the ticket buying public.

If you have any questions before signing, please ask the director or a member of the CVFT Board of Directors. CVFT, as referred to herein, refers to Chaska Valley Family Theatre and its members, Board of Directors, cast, crew, volunteer participants, and audience.

1. **DATES:** I'm aware of the performance dates, times, and location, and unless I have serious illness, family emergency, or the show is cancelled, I'll be there at the scheduled time before each performance.
2. **ATTENDANCE:** I'll be on time and prepared for all rehearsals and performances. I have reviewed the rehearsal schedule, and to the best of my ability, I have made my prior schedule conflicts known to the director. If I cannot attend a scheduled rehearsal, I'll contact the Stage Manager as soon as I know that I can't make it. I will make any conflicts known to the Stage Manager prior to casting and understand that no conflicts will be accepted for the 2-week period prior to opening (blackout period). I am aware that if I have too many unplanned absences, I may be asked to step down from my role or be excused.
3. **REHEARSAL SCHEDULING:** Children 12 and under will be released from rehearsals by 8:30pm until Tech Week/Performances. Deviations from this must be communicated to the stage manager and approved by the CVFT Board of Directors. The Director/Stage Manager will communicate to the cast and production team how the rehearsal schedule will operate including but not limited to: when updates will be published/released, changes to the schedule, etc. While I understand the schedule is subject to change, after the current week's schedule has been released the production team will not require attendance at a rehearsal that I am not called for. I also understand that it is my responsibility to know my character and what scenes I am in when reviewing the schedule.
4. **REHEARSALS:** When I am at rehearsal, I will listen without speaking while instructions are being given and I will wait until instructions are complete before asking questions. When other people are on stage rehearsing and I am waiting for my turn, I will quietly watch the rehearsal or quietly occupy myself with an activity. If I need to interact with other cast members, I will excuse myself outside of the rehearsal space. While in the rehearsal space, I will work with my fellow cast members and production team to maintain "library calm".
5. **CONSTRUCTIVE LANGUAGE:** I will do my best to communicate with my fellow actors and production team using constructive language. Instead of communicating in a negative manner (e.g. "Don't do this"), I will endeavor to communicate in a positive manner (e.g. "Please try this") to ensure a positive learning environment for all.
6. **CONFLICT:** If I have a problem or a conflict with any cast member or production team member involved in this production, I will first try to solve it myself through respectful & constructive communication. If I am not able to resolve my issue, I'll bring it to the attention of the stage manager. I understand that the producers and other members of the CVFT Board of Directors are available to me as needed to help resolve conflicts.
7. **ILLNESS POLICY:** I have read the CVFT illness policy and will follow the guidelines set forth by the

CVFT Board of Directors in order to keep everyone safe and healthy. I will notify the stage manager of any illness as soon as possible, and will follow published guidelines. I understand that I may be required to wear a mask over my mouth and nose during rehearsals as directed by the production team.

8. **PARTICIPATION FEE:** CVFT requests a participation fee of \$100.00 from participants under the age of 18, with a maximum cost per family of \$150.00. This fee may be reduced by \$50.00 by committing at least 6 volunteer hours to the production. Adult participants are not responsible for a participation fee. If this fee presents a hardship for my family, I understand that I may approach a board member privately for financial assistance.
9. **COSTUME:** I understand that I am responsible for the care of my own costume, whether rented or owned. I understand that if I lose or damage my costume, I will be financially responsible for repairing or replacing it.
10. **RISK:** I understand that my participation in this production may involve certain physical risks and hazards on and off the stage. I voluntarily assume any and all risks, known or unknown, associated with my participation. If I am injured or become ill in any way during a rehearsal or a performance, I will not hold CVFT responsible. I further understand that if I sustain any type of injury or illness or have any lost time because of an injury or illness, the responsibility to care for that injury or illness rests entirely with me, and that I won't seek recourse against CVFT. To the fullest extent permitted by law, I agree to release CVFT from all liability in any way resulting from injuries, illness, or damages incurred while participating.
11. **AMATEUR:** I understand that CVFT is an amateur, nonprofit theater organization, and that I will not be paid for my participation in the production. I will provide a short personal biography for the show program or other promotions and advertisements, with no expectation of compensation of any kind.
12. **FACILITIES:** I'm aware that I am responsible for the care of the rehearsal and performing facilities. I will not bring drinks (other than water) or food into the theater. I'll help clean up after the productions, and I'll help strike the set and clean up after the final performance.
13. **MEDIA:** I agree not to post videos or photos on social media that violate copyright laws or that disparage or damage CVFT's reputation or that put CVFT in danger of copyright infringement or lawsuits. If I am an adult participant 18 years of age or older, I will not exchange any electronic communication with minors involved in the production except for the express purpose of communicating production schedules and related information.
14. **PHOTO RELEASE:** I understand that all images, testimonials, photos, video and audio taken at or in connection with Chaska Valley Family Theatre are the exclusive property of Chaska Valley Family Theatre. As a condition of participation, it is understood and authorized that photos, video and audio may be taken of participants. This content may be used by Chaska Valley Family Theater in promotional materials, marketing, and online media. If I do not wish my image to be used by CVFT, I must notify CVFT in writing on or before the first day of rehearsals.
15. **BACKGROUND CHECK (18 years of age+):** In order to provide the Chaska Valley Family Theatre (CVFT) with information and opinion that may be useful as it relates to my participation, I authorize CVFT, or its agent, to perform a public records search with Trusted Employees for all records available under the law.

I have read and agree to these conditions, and will comply with all CVFT policies posted at [www.cvft.org/about/about-the-theater](http://www.cvft.org/about/about-the-theater) . Detach the signature portion and return to CVFT.

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I have read CVFT's Participation Agreement, and agree to all conditions listed. I have viewed and will comply with all CVFT policies posted at [www.cvft.org](http://www.cvft.org).

Signatures of immediate family members involved in production. Parent or guardian should sign for children 18 years old and younger.

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Print Name	Signature	Date
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Print Name	Signature	Date
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