From: **Lisa Shearer (A Magical Journey Thru Stages)** Lisa@mjtstages.com
Subject: *TEST* Welcome to Something Rotten!
Date: March 6, 2022 at 4:14 PM
To: lisa@mjtstages.com

LS

Hello, Lisa Shearer,

Will you please respond to let me know you received and read this email? A simple “got it” is great. Sometimes our emails end up in spam folders and we want to make sure everyone gets this important information. If you're a cast member and your parent did not receive an email, please send me their address.

We are so happy to welcome cast and families to Stages' production of *Something Rotten*. Our production team is very excited about this show and the amazing level of talent in this cast. Every single role is important to the success of the show. Congratulations!

CAST/PARENT ORIENTATION MEETING
We look forward to seeing cast and parents **Tuesday, March 8, 6:00 - 6:30 p.m.** for the Cast/Parent Orientation Meeting. During the meeting, you’ll meet the production team and learn important information about the rehearsal and performance process. Please make every effort to attend.

After the orientation session, the cast will stay for their first rehearsal. Parents will be excused to wait in the lobby or leave and come back for **pickup by 9:00 p.m.** Please note that the Auditorium Center doors are now being locked at 8:30 p.m. The cast can meet parents in the parking lot. Please text them when you arrive.

Volunteer signups will be available in the lobby during this time.

PRIOR TO THE ORIENTATION MEETING

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- **REGISTER AND PAY** for the *Something Rotten* Cast Only Program by following the instructions below. **The $345 cast participation fee is due prior to the meeting on on March 8.**
    1. Sign in at http://bit.ly/MyStages.
    2. Choose the student.
    3. Choose Enroll in a Program.
    4. Select School Year = 2021-2022 Season.
    5. Select Program = 21-22 Something Rotten (CAST ONLY).
    6. Select the Program Session.
    7. Select Addons.
        - Show your support for Stages with an ad in our program! An optional program ad is available as an addon at checkout. Click on "view description" to see the pricing and layout options.
    8. If you have not already filled one out this year, be sure to complete the **Stages Authorization of Emergency Consent to Medical Treatment and Policy Agreements**.
    9. Check the RELEASE box.
    10. Pay.
    11. **Tuition Assistance:** If you are in need of tuition assistance, please email Lisa@mjtstages.com for more information prior to March 8 and BEFORE registering for the Cast Only Program.
    12. **Refund Policy:** For withdrawal from Stage Center Performers and Top Stage Teens shows during our Season, 50% of amount paid is refundable on or before the Registration Fee Due Date (**March 8, 2022**), minus the online processing fees. After that date, the session fee is non-refundable except in the case of illness or emergency that prevents the student from attending the session.
        - The entire production is affected when cast members drop out. In addition to disappointing other cast members, it causes many additional hours for directors to re-cast roles, rehearsal time for scenes to be re-blocked, costume adjustments, etc.
- **COSTUME QUESTIONAIRE** - Prior to Orientation, please complete this quick, questionnaire to provide important sizing information to be used in the costuming process: COSTUME SURVEY
- **REMIND:** Text reminders will be sent to the cast throughout our rehearsal process via Remind. **Please text @4cg6a8 to the number 81010 or use this link: remind.com/join/4cg6a8**. You will receive a welcome text from Remind.
- **MUSIC:** For this show, we are using a full orchestration performance accompaniment recording from Music Theatre International. The rehearsal tracks can be accessed by downloading the MTI Player App on several different Apple devices. See the instructions below. If you have an Android device, let me know and I'll send separate instructions. **We'll expect that everyone has at least downloaded the app by March 8. If you need help accessing the music, we're happy to help!**

  MTI Player from the Apple store:
  If you have an iPod Touch (fifth generation or above), iPad (2 or above), or iPhone (4s or above) with an iOS of 9.0 or later, you can download our free app, The MTI Player from the Apple store:

  Once it is downloaded, you will then open the app and enter the code in the Password box, leaving the username box empty. Click on "Shows" to download

and then play the rehearsal music on your device. You will need an internet connection to download the music initially, but once it is downloaded to your device, the music plays through the app and you no longer need internet connection.

The Rehearsal Access Code for Something Rotten is SOM1644189

THINGS TO BRING TO THE CAST/PARENT ORIENTATION MEETING

- **Script Deposit:** Scripts are checked out to cast members only after both participation fee and script deposit are paid. **Please bring a separate $30 check (or cash) payable to "Stages"** for this deposit. It will be held and returned to you when the script is returned, erased and in good condition, at the end of the run.
- **Your Calendar!** Stages is able to put up quality shows through the help of many dedicated volunteers. Each family is expected to spend 5 hours or more over the course of the next 9 weeks to help make the show amazing (many people do much more!). **We'll have volunteer job signups at the orientation meeting, so please bring your calendar!**

SOMETHING ROTTEN PRODUCTION TEAM AND STAGES STAFF

Theater people are very friendly! If you're a veteran, please reach out and welcome newcomers. If you're new to Stages or theater in general, please reach out and introduce yourself and ask questions. We all learn something new and meet new friends every show!

PRODUCTION TEAM

- Production Manager: Lisa Shearer
- Director - Matt Mayne
- Music Director - Lyndsey Lord
- Choreographer - Hector Manuel
- Stage Manager - Jamie Mance
- Tech Director - Tom Pembrook
- Lighting Designer - Jordyn Raville
- Costumer Designers - Gina Lord & Peggy Zorn
- Props Master - Erica Silloway
- Set Designer - Allison Turlo

STAGES STAFF

- Executive Director - Sherry Vile
- Managing Director - Carolyn Curran
- Director of Production Operations - Lisa Shearer
- Facilities Manager & Tech Director - Tom Pembrook
- Program & Communications Manager - Greg Maddock
- Costume Manager - Gina Lord
- Box Office Manager - Erica Silloway

CAST LIST: CLICK HERE

My necessaries are embark'd; farewell. Adieu! Looking forward to a

My necessaries are embark'd. Farewell. Adieu. Looking forward to a memorable rehearsal process and show!

Lisa Shearer
Director of Production Operations