

Thank you so much for considering taking part in the Panther Playhouse production of Elf. It is our goal to make this an extraordinary learning experience that will be cherished. While our production is focused at KiMS, middle school students from other Kirkland-area middle schools are welcome.



1. This first page is yours to keep and includes a schedule on the back.
2. Turn in remainder of packet to KiMS office or at Parent Meeting.
3. Guardian must attend parent meeting on Wed Sep 27 at 7pm.
  - a. We will chat about the show and what we hope to accomplish.
  - b. Answer any questions about the process.
  - c. Sign up for audition time, chaperone dates and committee.
  - d. Parent responsibilities: <http://parent.pantherplayhouse.org>
4. Turn in check for \$100 (\$50 for crew) made out to "KiMS PTSA" at the parent meeting.
  - a. Maximum of 55 actors accepted in the order that applications are received.
  - b. Maximum of 5 crew students accepted in the order that applications are received.
  - c. Contact us if there is a concern about the fee.
    - i. The fee will not be a barrier to any actor that wants to participate.
  - d. Refunds cannot be issued after the auditions.
  - e. We ask for a shirt size on applications since all participants will receive a production t-shirt.
5. Actor must prepare a memorized monologue for their audition slot.
  - a. Monologues should be under one minute in length.
  - b. Monologues & Audition Tips: <http://audition.pantherplayhouse.org>
  - c. There is an optional monologue practice session on Thu Sep 28 from 3 to 4:30pm.
  - d. Actors may reach out to me directly if they have questions / need assistance.
  - e. Actors will receive their role at first reading on Thu Oct 5.
6. Please note the schedule for rehearsal dates and student requirements.
  - a. All "MANDATORY" dates are mandatory - including the performances.
  - b. We work around conflicts, including emergency ones, but they must be communicated.
  - c. Note all known conflicts on the schedule on "RETURN TO OFFICE" page.
  - d. Each week we will notify you which rehearsals the actors are called for.
7. Final half of a page is a PTSA Membership form.
  - a. We highly recommend all families involved in Panther Playhouse be KiMS PTSA members.
  - b. If you need financial assistance to become a member please contact us.
  - c. Ignore the membership form if you are already a PTSA member.

Johnmichael P. Monteith  
[jp@anewglobe.org](mailto:jp@anewglobe.org)  
(425) 223-3298

YOUR COPY TO KEEP

# Elf the Musical Jr.

Required: Parent Meeting - Wed Sep 27 at 7pm

Optional: Monologue Practice - Thu Sep 28 at 3pm

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>OCT</b>	<b>2</b> 3:00 - 6:00 SET AT PARENT MTG AUDITION	<b>3</b> 3:00 - 6:00 SET AT PARENT MTG AUDITION	<b>4</b> 1:30 - 4:30 MANDATORY CALLBACK	<b>5</b> 3:00 - 6:00 MANDATORY FIRST READ THRU	<b>6</b>	<b>7</b> 68 hrs total
<b>8</b>	<b>OCT</b>	<b>9</b> 3:00 - 6:00 CREW ONLY MANDATORY CREW REHEARSAL	<b>10</b> 3:00 - 6:00	<b>11</b> 1:30 - 4:30 CHOREOGRAPHY	<b>12</b> 3:00 - 6:00	<b>13</b>	<b>14</b>
<b>15</b>	<b>OCT</b>	<b>16</b>	<b>17</b> 3:00 - 6:00 BAND CONCERT	<b>18</b> 1:30 - 4:30 CHOREOGRAPHY	<b>19</b> 3:00 - 6:00	<b>20</b> 8:15 - 2:45 MANDATORY ALL DAY REHEARSAL	<b>4</b>
	14.5 hrs	<b>23</b>	<b>24</b> 3:00 - 6:00 CHOIR CONCERT	<b>25</b> 1:30 - 4:30 CHOREOGRAPHY	<b>26</b> 3:00 - 6:00	<b>27</b>	<b>28</b>
<b>29</b>	<b>OCT</b>	<b>30</b> 3:00 - 6:00 CHANGE: MOVED FROM 10/31	<b>31</b>	<b>1</b> 1:30 - 4:30 CHOREOGRAPHY	<b>2</b> 3:00 - 6:00	<b>3</b>	<b>4</b>
<b>5</b>	<b>NOV</b>	<b>6</b>	<b>7</b> 3:00 - 6:00	<b>8</b> 1:30 - 4:30 CHOREOGRAPHY	<b>9</b> 3:00 - 6:00	<b>10</b>	<b>11</b>
	9 hrs	<b>13</b> 5:00 - 8:30 MANDATORY TECH - ACT 1	<b>14</b> 5:00 - 8:30 MANDATORY TECH - ACT 2	<b>15</b> 1:30 - 5:30 MANDATORY DRESS REHEARSAL	<b>16</b> 5:00 - 8:30 MANDATORY FINAL DRESS	<b>17</b> 5:30 - 9:00 MANDATORY OPENING NIGHT	<b>18</b> 1:00 - 9:00 MANDATORY BREAK FROM 4 - 6
<b>12</b>	<b>NOV</b> TECH WEEK	@LWHS		@LWHS		@LWHS	
	14.5 hrs						

Key for Calendar:

*ITALICS NOTES IMPORTANT INFORMATION*

IGNORE: THESE ARE DIRECTOR NOTES

TYPE OF REHEARSAL OR LOCATION INFO



RETURN TO OFFICE

FALL MUSICAL PARTICIPATION FORM

Checks must be made out to KiMS PTSA

Please complete the following pages, including listing conflicts on back page, and send to KiMS office.

Questions? Contact Johnmichael at [jp@anewglobe.org](mailto:jp@anewglobe.org) / 425.223.3298

Full Name (First Last):		School:	<input type="checkbox"/> KiMS <input type="checkbox"/> Other:
Role:	<input type="checkbox"/> Actor (\$100) <input type="checkbox"/> Crew (\$50)	Gender:	<input type="checkbox"/> Female <input type="checkbox"/> Male
Grade:	<input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 Other:	Height (Inches):	
Hair Color:	<input type="checkbox"/> Diamond <input type="checkbox"/> Blonde <input type="checkbox"/> Honey <input type="checkbox"/> Caramel <input type="checkbox"/> Brown <input type="checkbox"/> Espresso <input type="checkbox"/> Red		
Shirt Size:	<b>Child:</b> <input type="checkbox"/> Small <input type="checkbox"/> Med <input type="checkbox"/> Large <b>Adult:</b> <input type="checkbox"/> Small <input type="checkbox"/> Med <input type="checkbox"/> Large <input type="checkbox"/> XL <input type="checkbox"/> XXL		

Acting/Crew Experience:			
Vocal Training / Choir:			
Dance / Gymnastics:			
Musical Instrument:			
Can you read sheet music?:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> A Little	Singing/Voice Type:	<input type="checkbox"/> High <input type="checkbox"/> Low <input type="checkbox"/> Unknown

Parent/Guardian #1:	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other	Phone Number:	
Name:			
Email:			
Parent/Guardian #2:	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other	Phone Number:	
Name:			
Email:			

Any other information you would like to share with the director?


NOTE ANY CONFLICTS ON CALENDAR BELOW

Required: Parent Meeting - Wed Sep 27 at 7pm

Optional: Monologue Practice - Thu Sep 28 at 3pm

# Elf the Musical Jr.

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**Key for Calendar:**

*ITALICS NOTES IMPORTANT INFORMATION*

IGNORE: THESE ARE DIRECTOR NOTES

TYPE OF REHEARSAL OR LOCATION INFO

## COMMITMENT TO SUCCESS

All students involved must carefully read, take to heart and sign the following document to demonstrate their commitment to the success of our production.

1. We will always demonstrate the best of our abilities.
  - a. I shall give this production, no matter what my role, my full effort and enthusiasm.
  - b. I shall focus all my energy on the production during rehearsals and performances.
  - c. I shall never do anything that could be unsafe to me or others.
  - d. I shall have fun and never lose my passion.
2. We will work together for our mutual success.
  - a. I shall support every individual involved as part of our family.
  - b. I shall ignore desires for personal gratification and embrace the needs of the play.
  - c. I shall avoid making any remark that is not intended to help the recipient.
  - d. I shall be prepared every day and responsible for collecting any information I missed.
3. We will be gracious in our acceptance of both praise and constructive criticism.
  - a. I shall inspire others through my acceptance of constructive feedback.
  - b. I shall welcome feedback as a positive development in my personal education.
  - c. I shall recognize my own faults and avoid finding fault in others.
  - d. I shall ignore all feedback that is presented from a negative place.
4. We will respect the process and have trust in those we work with.
  - a. I shall be patient and have confidence in the artistic process.
  - b. I shall avoid any activity that could interrupt a rehearsal or production.
  - c. I shall not alter any part of the production without permission from the director.
  - d. I shall not do anything that might disrupt the illusion of the play for the audience.
5. We will show kindness and respect to all those we work with.
  - a. I shall speak in kind words, listen carefully and serve as a positive role model.
  - b. I shall respect the rules of the space where I work and will keep it clean and orderly.
  - c. I shall use stage set pieces, properties and costumes with care.
  - d. I shall make choices that assure theatre arts will stand as a more positive and welcoming environment thanks to my participation.

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Student Signature

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Today's Date

## MEDICAL INFORMATION

Complete top half of page only if there is a potential medical concern.

Student: <i>(last)</i> _____ <i>(first)</i> _____	Parent: <i>(last)</i> _____ <i>(first)</i> _____
Explain the student health condition: (examples: diabetes, severe allergies, epilepsy, severe asthma, or cardiac/heart conditions)	
Explain any health condition or behavioral / emotional challenges that may impact your student. This can help us create a successful experience.	
Please list any medication / allergen / treatment information we should monitor:	

I, the undersigned parent/guardian of the student, acknowledge the possibility that participation in after school activities could result in physical injury to the registrant. I hereby release, discharge and agree to hold harmless New Globe, KiMS PTSA and its volunteers from any and all claims related to the registrant's participation. I further authorize New Globe and KiMS PTSA volunteers to obtain medical care for my child in case of an emergency. I certify that I have read, understood, and agree to the above conditions, and that the information provided is complete and accurate to the best of my knowledge.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PTSA MEMBERSHIP

Complete bottom half of page if you are not currently a KiMS PTSA member.

Director will remove this lower portion and route to PTSA Membership for processing.

Student(s) Name(s): \_\_\_\_\_

Parent(s) or Guardian(s)	Email address

My company will match my donation. I will apply for matching funds online through my company's website.

Company Name: \_\_\_\_\_

PTSA memberships and BIG GIVE donation	Quantity	Fee	Total
Family membership (includes up to 2 adults)		× \$25 =	\$
Individual adult memberships		× \$15 =	\$
"The Big Give" Donation (Optional)			\$
		<b>Total</b>	<b>\$</b>

*Please make checks payable to KiMS PTSA, attach to the form and return to the school office.*

**THANK YOU!** Questions? Contact us at [membership@kirklandptsa.org](mailto:membership@kirklandptsa.org)

**Tax Deductions:** The KMS PTSA is a 501(c)(3) organization and your donation is tax-deductible as provided by law.