

## IN SUPPORT OF DANCERS

Please contact any of the following individuals if you have questions or comments, or if you wish to volunteer.

<b>Lincoln Midwest Ballet Company, Artistic/Performer Line</b> .....	441-0739
<b>LMBC Board President, Mike Dowd</b> .....	421-2173
<b>Artistic Director, Shari Shell-True</b> .....	423-8838
<b>Costumes, Ann Watson</b> .....	472-1618 or 402-450-2676
<b>Guild President, Vicki Schulenberg</b> .....	467-1860
<b>Performer/Parent Services, Susan Steinegger</b> .....	488-8064
<b>Lied Center Box Office</b> .....	472-4747
<b>Lied Center Security (Emergencies Only)</b> .....	472-7731

### **Project Coordinators:**

<b>Room Parent Coordinator, Nikki Swope</b> .....	499-4938
<b>Backstage at the Ballet, Debby Erickson</b> .....	489-5861
<b>Nutcracker Boutique, Deb Kimberly</b> .....	423-6591
<b>Nutcracker Boutique, Sue Olson</b> .....	421-7741
<b>Nutcracker Picture Buttons, Ann Seacrest</b> .....	430-5955
<b>Nutcracker DVD, Lana Peterson</b> .....	421-8361
<b>Nutcracker Shirts, Kim Sher</b> .....	484-8022

**Lincoln Midwest Ballet Company P. O. Box 30126 Lincoln, Nebraska 68503-0126**

**<http://www.artsincorporated.org/lmbc>**

**Click the copyright on the cast member page for cast information.**

**Arts Incorporated 315 So. 9<sup>th</sup> Lincoln, Nebraska 68508 477-8446**

**Parents and Guardians Note: Please familiarize yourselves with the events and rules in this handbook. Also, please be sure anyone who cares for and/or transports your child during the Nutcracker season knows about them. We realize some of the rules may not be convenient for you personally. However, for the welfare of the production, we expect everyone to follow them. Extra copies of this book are available if you need them.**

## **DATES TO REMEMBER**

**(Please see complete schedule of costume fittings, rehearsals and performances beginning on page 23)**

### **October 2009**

**3<sup>rd</sup> (Saturday)** Nutcracker auditions at Scottish Rite Building (322 Centennial Mall – 15<sup>th</sup> & L)

**4 (Sunday)** through October 8 (Thursday) Audition results mailed

**12 (Monday) by 5:00 p.m.** Last day to decline parts without a penalty

**13 (Tuesday) 6:30 p.m.** Guild meeting, location TBA

**18 (Sunday)** Mandatory All-Cast meeting in All-Purpose Room of Lux Middle School (7800 High Street)

**18 (Sunday)** Photos by Evans Photography only for Company and Apprentice dancers (as designated on the casting notification letter) at Lux Middle School before cast meeting

**18 (Sunday)** Last day to email Company and Apprentice dancers' biographies to [derickson@inebraska.com](mailto:derickson@inebraska.com)

**26 (Monday)** Nutcracker tickets available at the Lied Center Box Office to individuals with Early Buyer coupons that are available at the Cast Meeting

**30 (Friday)** Deadline for Company dancers to return proof selection to Evans Photography

## November 2009

**2 (Monday)** Nutcracker tickets available to general public at the Lied Center Box Office

**7 (Saturday)** Notify Artistic Director if you cannot perform for Backstage at the Ballet on December 4 (Friday). Only these dancers are asked to perform: Big Party Boys, Big Party Girls, Clara, Fritz, Marzipan, China, Russia, Arabian, Arabian Men, and Spain (no Backgrounds).

**10 (Tuesday) 6:30 p.m.** Guild meeting, location TBA

**14 (Saturday) 9:00 a.m. to 4:00 p.m.** Sewing Day at UNL Temple Building. Anyone, regardless of sewing ability, is encouraged to help work on costumes.

## December 2009

**1 (Tuesday) through December 4** Backstage at the Ballet at Elliott Elementary School (225 So. 25<sup>th</sup>)

**4 (Friday) 8:30 a.m.** Arrival for Backstage at the Ballet Performance at Elliott Elementary School for Big Party Boys, Big Party Girls, Clara, Fritz, Marzipan, China, Russia, Arabian, Arabian Men, (possibly Dolls) and Spain (no Backgrounds). Performance is at 9:30.

**8 (Tuesday) 6:30 p.m.** Guild meeting, location TBA

**12 (Saturday) 1:30-2:00** Room Parent Meeting at Mabel Lee Hall (14<sup>th</sup> and Vine)

**12 (Saturday) 2:00-4:30** Boutique Presale at Mabel Lee Hall (14<sup>th</sup> and Vine). Nutcracker shirts and DVDs will also be available during this time

**16 (Wednesday)** Rehearsal at the Lied Center for Snow Corps, Snow Princesses, Snow Queen, Flower Corps, Dew Drop, Demi Dews, Garland Children and all in Battle Scene, no costumes or make-up (see Rehearsal Schedule.)

**17 (Thursday)** Dress rehearsal at the Lied Center

**18 (Friday)** Dress rehearsal at the Lied Center

**19 (Saturday)** Nutcracker productions at 2:00 p.m. and 7:00 p.m.

**20 (Sunday)** Nutcracker production at 2:00 p.m.

## MISSION STATEMENT

The mission of the Lincoln Midwest Ballet Company (LMBC) is to create and promote quality dance experiences through participation, entertainment, and education. As such, LMBC has goals and rules, which are designed to help its organization run pleasantly and efficiently. These goals and rules have been established to ensure that everyone—performers, technical staff, artistic staff, volunteers, and audiences—has an enjoyable experience.

**THEREFORE, IT IS IMPERATIVE THAT ALL PERSONS, PARENTS/GUARDIANS AS WELL AS THEIR PERFORMERS, READ THIS BOOKLET IN ITS ENTIRETY SO OUR MISSION IS ACHIEVED.**

## PARTICIPANTS IN THE LINCOLN MIDWEST BALLET COMPANY

Many hard working people, including you are responsible for the LMBC productions. Responsibilities for specific jobs are divided among four groups:

- (1) The **LMBC Board** officially produces ballets, owns the costumes, and signs the contracts. The Board also sponsors the annual summer dance camp and various fundraising events. Its members are all volunteers who work year round to raise money and manage the Company's affairs.
- (2) The **Artistic Director** is hired by the Board to professionally manage specific responsibilities, such as selection of the artistic staff, which includes the ballet mistress, costume director, stage manager, lighting designer, hand-prop coordinator, guest artists, and the scenic director for all shows. The Artistic Director develops and supervises the Company's programs that implement the above Mission Statement.
- (3) The **Lincoln Midwest Ballet Guild** is a volunteer group that organizes workers, raises funds, and develops support services for dance in general and LMBC in particular. Guild committees often work with the Board to implement activities like the artists-in-residence outreach program called Backstage at the Ballet.
- (4) The fourth group is the reason why all the others exist; these are the **performers**. The cast for the Nutcracker is usually over 200 persons. Every performer in the production of the Nutcracker is known as a cast member. Approximately 25 out of the 200 cast members will be specifically designated as a company dancer or apprentice dancer by the casting judges.

### **Company Dancers:**

Based on their technical ability in classical ballet, company dancers will be selected by the judges at the LMBC auditions and will be noted as such on the casting notification letter. All such dancers must be at least 14 years of age or entering the 9<sup>th</sup> grade on the audition date. Company dancers will receive the following benefits:

- (1) Guaranteed role in the Nutcracker.
- (2) Picture and biography printed in the Nutcracker program.
- (3) Picture displayed in the lobby of the Lied Center during Nutcracker performances.
- (4) Opportunity to perform in additional events during the 2009-10 performing season.

## **Apprentice Dancers:**

Based on their potential and ability in classical ballet, apprentice dancers will be selected by the judges at the LMBC auditions and will be noted as such on the casting notification letter. All apprentice dancers must be at least 12 years of age or entering the 7<sup>th</sup> grade on the audition date. Apprentice dancers will receive the following benefits:

- (1) Guaranteed role in the Nutcracker.
- (2) Group photo printed in the Nutcracker program.
- (3) Possible other opportunities to perform in additional events during the 2009-2010 performing season.

## **Roles & Understudy Roles:**

The casting judges give dancers the opportunity to perform specific roles. All dancers must diligently and positively work to meet the demands of their roles' choreography.

- Understudy roles are very important and are given for any of several reasons:
  - (1) The dancer has potential, and the judges would like to see him/her expand that potential.
  - (2) The role is given as a challenge to the dancer in an area that needs strengthening.
  - (3) The dancer needs to polish skills that will help him/her in the future.
  - (4) An understudy may simply be needed due to the demands of a role.
- As an understudy, three things are certain:
  - (1) You will not dance the role in performance unless an unforeseen event happens or a dancer loses a role.
  - (2) You are not automatically moved into the role if, it is vacated by the original dancer. For example, you may be needed in your regular part.
  - (3) In the case where a role is vacated, the artistic director decides who moves into the role.
- Additionally, as an understudy:
  - (4) You DO need to be at every practice.
  - (5) At the first rehearsal, go to the person in charge, identify yourself as an understudy, and ask what your responsibility will be.
  - (6) You DO NOT need to come to the rehearsal costume fittings for your understudy role.
  - (7) If there is a schedule conflict between your main role and your understudy role, you are to go to the rehearsal for your main role.

**View each understudy role as an opportunity to learn.**

## **POST AUDITION**

### **Notification of Results:**

**Notification of the Nutcracker audition results will be mailed to all performers within five calendar days after the day of the auditions.** If performers have not received their results by midnight of the fifth day, they may leave a message with LMBC at 441-0739, and they will be contacted. There will be no telephone notifications prior to midnight of the fifth day.

### **Acceptance of Part(s):**

All roles awarded to a performer by the judges must be accepted in order to participate in the production. Acceptance of roles will be done at the mandatory All-Cast Meeting on October 18 (Sunday). If any role (including all understudy roles) is rejected by a performer, participation in the production may be forfeited. By accepting a part, you agree that you will not perform the choreography of this show outside of LMBC's production, unless you first obtain the permission of the Artistic Director.

### **Rejection of Part(s):**

**A performer has until 5:00 p.m. on Monday, October 12, 2009, to notify LMBC at 441-0739 if he or she wishes to decline parts.** Except for cases of illness, injury, or emergency, any performer declining any parts after this date will forfeit the right to participate in Nutcracker auditions the following year.

### **Communication:**

As in any organization, good communication is extremely important. Please directly contact the person most closely related to your concern. Refer to page one, which identifies who is responsible for what.

## **COMPANY AND APPRENTICE REQUIREMENTS FOR PROGRAM**

- **Pictures:**

**Only company and apprentice dancers (as designated on the casting notification letter) must be at Lux Middle School before the Cast Meeting on October 18, 2009, to have their pictures taken by Evans Photography for the Nutcracker program.**

**12:15** Company individual photos for last names beginning with A-L

**12:45** Company group photo

**1:00** Company individual photos for last names beginning with M-Z

**1:30** Apprentice group photo

- **Attire:**

For group pictures, all dancers are to wear dark blue jeans and a solid blue shirt of any style with long sleeves or  $\frac{3}{4}$  sleeves. Please wear appropriate casual dress shoes (no tennis shoes). Dancers may wear their hair however they wish. For individual pictures, dancers may wear an outfit of their choice.

- **Proof Selection:**

Proofs will be mailed to you and must be returned to Evans Studio (11300 Holdrege Street Lincoln, NE 68527) by October 30, 2009. Failure to select a proof by October 30<sup>th</sup> will result in the photographer making the decision. You may purchase any photo by asking Evans for details and a price sheet at the photo session. There is no purchase necessary. Evans Studio phone number is 450-7999 or email [evans@inebraska.com](mailto:evans@inebraska.com).

- **Biographies:**

**Company and Apprentices must email a short biography for the Nutcracker program as an attachment to a Word document to <[derickson@inebraska.com](mailto:derickson@inebraska.com)> by Sunday, October 18. Submitting your biography by email is preferred as it saves a great deal of time by not having to retype it.**

## **MANDATORY ALL-CAST MEETING**

**All performers, along with a parent or guardian, must attend the All-Cast Meeting on Sunday, October 18, 2009, at Lux Middle School, 7800 High Street (south of 78th and Van Dorn). PLEASE BRING THIS HANDBOOK TO THE MEETING. THE SCHEDULE IS AS FOLLOWS:**

**2:00 – 3:00 P.M.** Maids, Nanny, Mother Ginger, Principal Dancers, Company, Apprentices, Soldiers, Grandmother, Grandfather, Children of the World and all Backgrounds (EXCEPT Garland Children.)

**2:30 – 3:30 P.M.** All Party Girls & Boys, Clara, Fritz, Party Parents, all Snow Angels, Bonbons, Elves, Mice, and Garland Children.

Please do not plan to leave before the ending time. A meeting will be held from 2:30 – 3:00 p.m. when both groups are present. Important information will be shared at this time and it is a great opportunity to ask questions. **Company and Apprentices will meet with the Artistic Director from 1:45 to 2:15 p.m. at Lux to elect company representatives.**

**Performers are expected to attend the mandatory All Cast Meeting with their parent or guardian to:**

- 1. Confirm their roles in The Nutcracker.**
- 2. Sign performers' contract distributed at the cast meeting.**
- 3. Volunteer to help at the Lied Center. Please bring your calendar.**
- 4. Pay a \$35 participation fee for each performer cast in The Nutcracker.**
- 5. (Optional) Purchase shirts, DVD, picture buttons, join the Lincoln Midwest Ballet Company Guild (see the membership form at the back of this handbook)**

Performers will be given a checkout sheet upon arrival at the meeting. At each station, notations will be made on the checkout sheet. When performers and their parents/guardians are ready to leave, they will be able to write one check for all of their items.

**Multiple checkout lines will be available this year.**

**Performers unable to attend the All-Cast Meeting due to an illness or emergency must notify LMBC at 441-0739 prior to the meeting or they will forfeit their roles.**

## **CAST TICKET SALES**

Each cast member has the option to sell tickets to family and friends for all **Nutcracker** performances at the Lied Center. A special price will be given for these tickets only in Level II (Adults \$24/ Students \$17) and Level III (Adults \$17/Students \$12). They will be sold from October 18 until November 6. Then ticket orders will be processed by the Lied Center and returned to cast members for distribution. Specific seats cannot be requested; the Lied Box Office will determine the best seats available. For every 10 tickets a cast member sells, they will receive an additional free ticket. Ticket order forms and more information will be available at the Cast Meeting. Call Arts Incorporated (477-8446) with questions concerning Cast Ticket Sales.

## **NUTCRACKER SHIRTS AND DVD**

The new 2009 Nutcracker shirts and DVDs will be for sale at the cast meeting as well as at the Nutcracker Boutique and Presale. Also available is the option of having a name embroidered on shirts (call Shiela Sievert at 489-9839 for questions on shirt monogramming). If you have any questions or need additional shirts, please call Kim Sher at 484-8022.

The Lincoln Midwest Ballet Company will offer a professionally produced DVD of the 2009 Nutcracker. This wonderful keepsake for the families of dancers will include the entire cast and is a great way for the dancers to get to see their own performance. Order early to get the best price. If you have any questions, call Lana Peterson at 421-8361.

## **NUTCRACKER PICTURE BUTTONS**

Nutcracker picture buttons will be sold again this year. This is a picture of a performer on a badge that can be pinned to a lapel. The buttons are three (3) inches in diameter with a burgundy frame that says "Lincoln Midwest Ballet Nutcracker 2009." The buttons are a great way to acknowledge a child's participation in the production and show how proud you are. The buttons also help raise money for the production and provide advertisement for the show. So order lots of buttons for family members and friends to wear proudly! Cost is \$4.00 per button.

Pictures and orders will be taken Sunday, October 18, 2009, at the All Cast Meeting. Be sure to dress appropriately and take extra time with make-up and hair to look your best!

**Payment must be made on October 18, 2009, when performers have their pictures taken. Buttons will be distributed to cast at rehearsals. If you have any questions, please call the Button Coordinator, Ann Seacrest at 430-5955.**

## **INDIVIDUAL PICTURES**

Evans Photography (450-7999) will be available Friday evening, December 18<sup>th</sup>, in the Johnny Carson Theater. Dancers may have pictures taken in costume individually and/or with other dancers when they are not needed for rehearsal. Proofs of photos taken that evening will be mailed to performers with ordering information.

## **GROUP PICTURES**

Group pictures will be taken of Party Children, Party Parents, Maids, Big and Little Mice, Soldiers and Elves at 6:00 p.m. on Saturday, December 19<sup>th</sup>. All other group pictures will be taken immediately following the Saturday matinee. Evans Photography will mail ordering information for group pictures to everyone.

**Personal photography is not allowed anywhere at the Lied Center. Please leave your cameras at home.**

## **LINCOLN MIDWEST BALLET GUILD**

Lincoln Midwest Ballet Guild was formed in 1991 to help support dance in the community, and especially the activities of Lincoln Midwest Ballet Company. The Guild sponsors a number of projects that directly benefit the Company such as:

- Providing educational outreach programs such as Backstage at the Ballet, a project that takes Company artists and dancers into one elementary school each year for a 3-day residency program. Children learn about choreography, make-up, costuming, and all the other elements that are necessary for The Nutcracker production.
- Fund-raising to help the Company financially. These projects include Nutcracker picture buttons, the Nutcracker Boutique, and Nutcracker shirts.
- Recruiting volunteers to help with sewing costumes, boutique and rose sales, supervision and security at the Lied Center, and other special projects.
- Communicating with families about Guild activities via email.

We appreciate the many volunteers who donate their time and talents to help create such a successful relationship with the Lincoln Midwest Ballet Company. Guild meetings are open to everyone. It is a chance to be with friends you already have and to make some great new friends. Come and join us! A membership form is located at the back of this handbook.

## **BACKSTAGE AT THE BALLET**

If you are cast as a Big Party Boy, Big Party Girl, Clara, Fritz, Marzipan, China, (possibly Dolls), Russia, Arabian, Arabian Man or Spain (no Backgrounds) you will need to be at Elliott Elementary School (225 So. 25<sup>th</sup>) on Friday, December 4, by 8:30 a.m. for a rehearsal and a performance which will end around 10:30 a.m. You may leave after changing out of your costume and returning it to the costumer. All performers need to have make-up and hair done prior to arriving at the school. Parents will need to contact their children's school to excuse them from class. You must notify the Artistic Director by Nov. 7 if you cannot perform on Dec. 4.

## **NUTCRACKER BOUTIQUE AND ROSE PRESALE**

Roses and other great gifts will be sold at the Nutcracker Boutique and Rose Presale at Mabel Lee Hall on December 12, 2009. You can arrange for their delivery during **Nutcracker** performances at the Lied Center. Boutique staff will have cast lists available. All profits will go to support Lincoln Midwest Ballet Company. Questions should be directed to Sue Olson at 421-7741, or Deb Kimberly at 423-6591.

## **EMBASSY SUITES SPECIAL RATES**

Embassy Suites, located at 1040 P, is offering a special rate of \$109 + tax on Dec. 16-19. Mention the special rate when making reservations or online reservations may be made at **GroupService@hilton.com**. Group name: Nutcracker Performance Friends and Family. Group code: Fam.

## REHEARSAL INFORMATION

Check the schedule for the times you are required to attend rehearsals and performances. Lincoln Midwest Ballet Company requires cast members to attend all rehearsals scheduled for their parts. However the Artistic Director has discretion to allow exceptions when rehearsal coincides with another very serious event. Such an event includes an important responsibility at the academic school, a significant dance opportunity, or once-in-a-lifetime family event. High school seniors who must attend auditions at prospective colleges may receive special exemption to the consequences for missing more than one rehearsal.

In requesting the excused absence, the cast member understands that missing a rehearsal is a serious decision with important consequences, which include the following:

1. Before the next rehearsal, the performer will initiate contact with fellow cast members to learn everything he/she may have missed.
2. The performer who returns without having learned what was missed may lose her/his role.
3. Even if the performer has learned what missed, he/she may forfeit to the understudy one or more performances of the role missed at the discretion of the Artistic Director.

If you absolutely must be absent from a rehearsal, the following must be done:

1. Obtain an absence form at the Cast Meeting. After that time, absence forms can be downloaded at <http://www.artsincorporated.org/lmbc>. Select "Cast Member" and then "Request Form."
  2. Fill out the form as early as possible.
  3. At least 2 weeks before the absence mail the form to: Susan Steinegger 601 Mulder Drive Lincoln, Nebraska 68510.
  4. Steinegger will tell the artistic director of the request and will inform the cast member once the artistic director has decided whether or not to approve the request.
  5. You must directly discuss any absence from Lied Center rehearsals or performances with the Artistic Director.
- You may request only one excused absence. A second request will not be considered. Illness, injury, death of a family member, and an extraordinary circumstance are examples of an excused absence permitted.
  - Unexcused absences are not allowed and may result in the performer being replaced.
  - The performer must sign a form that indicates that she/he understands the consequence for missing a rehearsal may be the forfeiture of one performance at the Lied Center at the discretion of the Artistic Director.
  - No excused absences will be approved for a rehearsal date for which ten cast members have previously been excused.

### **Rehearsal Information in the Event of Severe Weather:**

In the event of threatening weather conditions, rehearsal schedule information will be available by calling the LMBC artistic/performer phone line (441-0739). That information will also be given to KFOR 1240 radio station (466-1238).

## **Rehearsal Locations:**

Rehearsals will be held at the Scottish Rite Building (322 Centennial Mall – 15<sup>th</sup> and L), Mabel Lee Hall (14<sup>th</sup> and Vine), True Dance Academy (6120 South 57<sup>th</sup> - south of 56<sup>th</sup> and Highway 2 by Kimco) or Motions Dance Academy (8200 Cody Drive - one block north of 14<sup>th</sup> & Yankee Hill Drive) so please read your schedule carefully for locations! **There is no indoor waiting space for families during rehearsals at these locations. All rehearsals are closed to avoid distracting the dancers and staff.** No street shoes or water bottles are allowed on the vinyl dance floors. Rosin may not be used. Do not lean on mirrors or do anything that would harm property. No food (including candy and gum) or beverage is allowed in dance studios except for water in covered containers. Food may be eaten in the small dining room at the Scottish Rite Building. Please do not block cars in the parking lot at the Scottish Rite Building. Be sure to pick up all personal belongings before leaving. Rehearsal spaces must be treated respectfully so that they will continue to be available for our dance company's use.

**Parents/guardians: Please be prompt in picking up your children after their rehearsals. The staff cannot be responsible for staying with your children if you are late. Please be patient if rehearsals run late due to unforeseen circumstances.**

## **ARTISTIC STAFF'S REQUIRED RULES AND EXPECTATIONS FOR PERFORMERS**

1. Perform to the best of your ability, demonstrating a positive and cooperative attitude.
2. Show respect to the Artistic and Technical Staff as you rehearse the role assigned to you. Conduct yourself in a respectful and cooperative manner during rehearsals and performances. Avoid arguing with the Artistic Staff and respond in a positive manner to corrections.
3. Attend all scheduled and added rehearsals. Be on time.
4. Cast members may not bring personal guests to rehearsals or backstage at the Lied Center.
5. Notify Susan Steinegger (441-0739 or 488-8064) immediately if a performer is ill and unable to rehearse. If performer is ill or injured on performance dates, call the Artistic/Performer Line (441-0739) and leave a message.
6. If there is a minor injury, the Artistic Staff requires the performer to attend and observe their scheduled rehearsal.
7. Treat the rehearsal and performance space with care and respect.
8. Show consideration for other performers, as well as their belongings and costumes.

9. Wear proper dance clothes. Females should have their hair in a bun at all rehearsals. All warm-up clothing must be removed at the Artistic Staff's request.
10. Be prepared with the proper equipment for your rehearsal. If on pointe, have 3 "performance ready" pairs of pointe shoes.
11. Eating and drinking in the studio or in costume is not allowed. Food may be eaten in permitted areas only. Dispose of trash properly.
12. Check the fitting schedule for costumes and arrive promptly at your designated time. Performers are required to provide their own tights, shoes, earrings, undergarments, and make-up, unless otherwise stated.
13. Failure to observe any of these rules may result in immediate dismissal from the production.

## **RULE VIOLATION CONSEQUENCES**

### **Non-Lied Center Rehearsals:**

If a performer refuses to comply with the rules and expectations listed, he or she can expect to have a conference with the Artistic Director. If the Artistic Director does not note improvement, the following consequences will occur:

**Step 1:** The person in charge will ask the performer to sit down or leave the room.

**Step 2:** The understudy will be asked to perform the role of the offending cast member for that rehearsal and, at the discretion of the Artistic Director or Ballet Mistress, possibly for the actual production.

**Step 3:** The offending performers' records will follow him or her to the next audition of LMBC. The Artistic Director will give the President a list of performers who will not be eligible to audition the following year.

### **Lied Center Rehearsals and Productions:**

If a performer refuses to comply with the Lied Center rules created by the Lincoln Midwest Ballet Company, the following consequences will be applied:

**Step 1:** Warning

**Step 2:** Remove performer from the situation and discussion with the Artistic Director.

**Step 3:** If the inappropriate behavior continues, the possible loss of part(s); parent/guardian called; removed from facility

**Note: Any performer (regardless of age) using alcohol, illegal drugs, or tobacco products at a LMBC rehearsal or performance at any site may be subject to Step 3 consequence immediately.**

## COSTUME REQUIREMENTS

All tights (unless stated otherwise) must be Prima Soft (Ballet Pink color) of the non-shiny texture. **Every cast member bringing used shoes to be dyed must bring them to their costume fitting.** There will be a box at the studio to drop them in. **Please put the name of the performer in each shoe, and put them in a plastic bag with your name on the outside of the bag.** If you have any questions, call Ann Watson at 472-1618 or 402-450-2676.

Occasionally, costume requirements listed below may change. You will be notified if there are changes, additions, or deletions to the listed costume requirements.

- Performers are NOT allowed to change, alter, or add or subtract jewels, ribbons, etc. to any costume piece without being first granted permission by the Artistic Director.
- Be sure all headpieces are securely pinned on before going on stage.
- Pointe Shoes: All girls who are cast on pointe will be required to sew on their ribbons in the same fashion. Calamine lotion will be needed for the performance, and you will be shown how to apply it. Please buy your pointe shoes early including back-up pairs for performances.
- Ballet Shoes: You must provide your own leather shoes for the show.
- Character Shoes: Should be black with 1 ½ inch heels.
- Rehearsal Shoes: Wear the appropriate dance shoes for your role(s) at rehearsals.

The following is a list of costume supplies each performer will need to provide. Beginning at the first dress rehearsal at the Lied Center, performers must bring these items:

**Clara:** light pink camisole leotard, seamed mesh pink tights, pointe shoes

**Nutcracker:** white tights, white ballet shoes

**Fritz and Big/Little Party Boys:** white tights, black ballet shoes

**Big Party Girls:** pink tights, leotards or briefs

**Little Party Girls:** pink tights, ballet shoes, leotards or briefs

**Nanny, Maids, and Party Women:** pink tights, black character shoes

**Party Men:** black socks, black character shoes

**Drosselmeier:** white tights, shoes

**Columbine and Female Harlequin:** white tights, pointe shoes to dye

**Male Harlequin:** white tights, shoes to dye

**Jester:** shoes to dye

**Peppermints and Cinnamon Candies:** bring used leather ballet shoes to dye on first rehearsal

**Big/Little Mice:** bring used leather ballet shoes to dye on first rehearsal

**Soldiers and Mouse King:** black jazz or ballet shoes

**Snow Queen, Snow Princesses, Snow Corps, Marzipan, Russia, Spain, Dew Drop, Demi Dews:** seamed mesh pink tights, pointe shoes as needed

**Spanish Background and Russia:** flesh colored tights, black character shoes

**Arabian and Arabian Background:** ask the costume director

**China:** seamed mesh pink tights, pointe shoes

**Chinese Background:** black cami leotard, black tights, black ballet shoes

**Elves:** bring used ballet shoes to dye on first rehearsal

**Garland Children:** pink tights, ballet shoes

**Bonbons:** white tights, white gymnastic shoes

**NOTE: Dancers invited to appear at special events may be asked to wear costumes for roles other than those for which they have been cast.**

## **MAKE-UP AND CLEAN-UP REQUIREMENTS**

**The following is a list of make-up supplies each performer will need to provide. Beginning at the first dress rehearsal at the Lied Center, performers (except those specifically listed below) must have these items:**

**Make-up:** Black liquid eyeliner, black mascara, foundation and loose powder one shade darker than skin tone, brown eye shadow, brown or black eyebrow pencil (depending on eyebrow color) blush brush, and eye shadow brush.

**Hair and clean-up supplies:** soap, cold cream, washcloths, facial tissues or baby wipes, hair spray, hairnets and bobby pins. If a performer has “sensitive” skin, he or she should include a tube of a cortisone-type cream.

**Additional make-up supplies for Company and Apprentice Members, Party Girls, Maids, Nanny and Party Women:** chocolate brown eye shadow, white or cream highlighter, false eyelashes and adhesive. Check with the Artistic Director for lipstick and blush shades so that performers who are on stage at the same time will be wearing matching colors.

**Peppermints and Cinnamon Candies, Little Party Girls Garland Children, Elves, Bonbons and all Backgrounds:** rose red lipstick and rose blush.

**Soldiers, Big/Little Mice:** black liquid eyeliner, black mascara, rose red lipstick. *LMBC will provide foundation, loose powder, and white highlights.*

**Big/Little Party Boys, Fritz:** foundation one shade darker than skin tone, brown eye shadow, brown or black eyebrow pencil (depending on eyebrow color), flesh tone lipstick. *LMBC will provide blush, powder and white highlights.*

**Party Men:** If you have your own make-up kit and would like to use it, that is fine. *Otherwise, LMBC will provide all make-up.*

## **HAIR STYLE REQUIREMENTS**

**The following is a list of hair/bun styles each performer will be required to wear for her part(s) during the dress rehearsals and productions at the Lied Center.**

A “good bun” means the hair is tight to the head with no bangs or loose, wispy hairs falling around the neck or face. The bun must be secure, flat, and evenly rolled from the center out. Do not produce any knot buns or buns made out of braids.

To achieve a “good bun,” style the hair while it’s still damp from being washed. Use hair spray or setting gel to avoid fly-aways and work it in from the hairline. Start with a ponytail at the crown of your head (don’t use the bands with balls) and roll the hair as you are wrapping it around the base of the ponytail. Use bobby pins (no silver hair pins or metal clips) and a hair net that are the same color as your hair to secure the bun. Wrap the hair net tightly before you secure it.

**All Females (except those specifically listed):** high-bun

**Columbine and Bonbons:** over-the-ear pigtails

**Arabian and Arabian Background:** high ponytail

**Chinese Background:** high, flat bun to fit under hat

**Big/Little Party Girls:** hair down and curled with the sides pulled back

**Party Women:** wigs will be provided

## **LIED CENTER RULES**

**Room Parents please note—you will be responsible for upholding these rules!**

### **Prior To Checking In:**

1. Performers should arrive at the Lied Center with their mandated hairstyle already done.
2. Performers (except Big/Little Mice and Soldiers) should arrive at the Lied Center with their foundation already applied.
3. Performers should arrive to the Lied Center with an extra leotard and tights.

### **Check In:**

1. Be on time, but please be aware that due to our contract with the Lied Center, performers will not be allowed into the facility for rehearsals prior to the times outlined on the schedule. For the performers' own safety and comfort, they should not arrive early.
2. Performers should check in at the Johnny Carson Theater door (11th & Q) by initialing their name on the cast roster tacked to the bulletin board every day.
3. Volunteers should check in at the Johnny Carson Theater door (11<sup>th</sup> & Q) by checking off their name on the security checklist and picking up a nametag.
4. NO PERSONS will be admitted backstage unless they are on the room parent or security list for that session. "Backstage" encompasses the entire area beyond the entry of the Johnny Carson Theater, including all the dressing rooms. If you are not on the list for that rehearsal or performance, you will not be admitted for any reason.
5. Persons who are allowed backstage are LMBC board members, official guests, artistic staff, musicians, and volunteers whose names have been given in advance to security personnel for specific duties and times.
6. Deliveries to cast members or other individuals should be left at the security table near the Johnny Carson Theatre.
7. Usage of cellular phones and cameras is not allowed backstage.

### **Rosin:**

1. Only performers who dance on pointe are allowed to use rosin; others do not need rosin. The Lied Center does not allow rosin tracked through its facilities.

## **Foods/Snacks & Beverages:**

1. LMBC knows that the performers will need some kind of food/snack and drink during the rehearsals, but the company must also protect the costumes from potentially “staining” substances.
2. **No colored beverages such as Kool-Aid, Gatorade, or colas of any kind will be allowed. Such beverages will be confiscated.**  
Recommended Beverages: Sprite, 7-up, lemonade, or bottled water.
3. **Messy and greasy food items are highly discouraged.** If performers bring such items, they must eat out-of-costume, and the room parent may ask them to consume their food in the lounge.  
Recommended Foods/Snacks: crackers, pretzels, or cold sandwiches.

## **Dressing Rooms:**

1. **Performers are to remain in the dressing rooms until they are called to the stage.** Room parents have the discretion to allow performers to leave the room for specific reasons such as using the bathroom, needing to see one of the costumers, or briefly watching the monitor in the lounge. The maximum number of performers who should be given permission to leave a dressing room at one time is **ONE** for every **FOUR** performers in the room.
2. Please keep the noise levels down to a minimum.
3. Please turn off the make-up lights when not in use.
4. Do not adjust the thermostats.
5. After each rehearsal or production, the performers must clean up the dressing room before they leave.
6. Absolutely no lipstick on mirrors!
7. No tape is to be used on walls at the Lied Center.

## **Make-Up:**

1. A time chart will be posted in each dressing room. Performers need to put on make-up first, then the costumes. Please do not put costumes on too far in advance.
2. **There will be make-up charts in each dressing room giving detailed instructions on how the make-up is to be applied.** Specialty make-up such as the foundation for the Soldiers and Mice faces will be provided. Performers must provide all other necessary make-up, such as mascara, blush, and lipstick. If any performers have a reaction to the make-up, they should see the make-up specialist.
3. The soldiers may apply their own make-up; however, room parents must supervise them. It is suggested that the make-up stay in one area, such as on the counter near the sink

area, so everyone can have equal access and it will not get lost. Please make sure that the application of the make-up stays uniform. Room parents will need to assist any dancers who choose not to apply the make-up themselves. If the performers are not being responsible with the make-up, room parents are asked to use their own judgment in withdrawing this privilege. Additional make-up can be requested from the make-up specialist.

4. The costume director and make-up specialist will be located in the sewing/wardrobe room should anyone need assistance. The sewing/wardrobe room is the last room on the left, basement level, stage right.

### **Costumes:**

1. Performers are required to hang up their costumes immediately after use.
2. If a costume is found on the floor, it is to be turned into the costume director in the sewing/wardrobe room. The performer must reclaim the item of clothing from the costume director.
3. Performers will be charged if their costumes are returned with damage beyond normal use.
4. Performers need to change out of costumes immediately after dress rehearsals and performances.
5. On Sunday, room parents are requested to help with the boxing up of the costumes. The costume director will come to each room with specific instructions.

### **Safety:**

1. All performers must walk in the halls except for performers engaged in cross-overs and quick-changes.
2. Do not sit on the edge of the stage.
3. In case of a fire evacuation, all dancers will be directed to the Embassy Suites lobby by LMBC staff and volunteers.

### **Hallways & Backstage:**

1. When performers and adults are proceeding to the stage area via the stairs, they need to walk and be quiet.
2. There is to be no running in any hallways.
3. Gymnasts need to warm up in designated areas.
4. When performers and adults are backstage, they need to stay behind the white line, keep noise to a minimum, and return to the dressing room when not needed

### **Volunteer Information:**

1. Please stay for the entire time period that you have been assigned. Check the informational postcard mailed to you; it will list your time(s).
2. Please dress in all black clothing so the performers can distinguish volunteers from other individuals. Also, you may be asked to accompany dancers to the backstage area or assist in fast changes. In these cases, black clothing is a necessity so audience members cannot see you.
3. Please do not bring other children from home while you are a room parent or on security duty.
4. Safety is our primary concern! Please stop any running or activity you think is dangerous or will detract from the production.

### **Hall Monitors:**

1. Hall monitors are to keep the halls as quiet as possible since the noise can be heard backstage and in the orchestra area. Performers can be requested to go back to their rooms if they refuse to comply with a “noise warning” from a hall monitor.
2. Hall monitors may instruct the performers to return to their rooms if they have stayed the ten-minute limit by the monitors in the lounge.

### **Illness Or Injury:**

1. If a performer becomes ill at the Lied Center, he or she (or parent/guardian or room parent) should notify the Room Parent Coordinator who will, in turn, notify the Stage Manager. Fever and symptoms indicating a contagious illness such as chills and vomiting must be considered ample reason to keep the performer away from the Lied Center. The Green Room will be used to isolate the performer to prevent spread of the illness until the parent/guardian can arrive to pick up the performer. The decision as to whether or not the dancer will be allowed to perform will be at the discretion of the Artistic Director.
2. If a performer is injured while at the Lied Center, the Room Parent Coordinator should be notified, who will inform the Stage Manager. Emergency medical care is provided in the Green Room.
3. To maintain the quality of this production, dancers are expected to perform as professionals, which would exclude them from wearing eyeglasses, splints, casts, etc. Any questions or concerns regarding dancers who have specific needs should be addressed with the Artistic Director.

### **Cameras:**

1. **All personal photography is prohibited within the entire Lied Center facility. Please do not bring cameras.**

### **Prohibited Areas:**

- 1. Performers are not allowed to watch the production from backstage unless they are waiting for their entrance cue. They are not allowed in the house or lobby.**
2. Performers may not use the Johnny Carson Theater or adjacent area for any activity other than being dropped off or picked up.
3. Performers should not be in the Green Room unless they are ill or injured. The Green Room is the small backstage lounge off stage right.

### **Admittance to Watch Performance:**

- 1. No one is allowed to watch the production without an admission ticket. This includes watching from the Observation Room.** Performers that are only in Act I must purchase a ticket if they wish to watch Act II.

### **Dismissal:**

1. Once performers have arrived at the Lied Center, they should not leave the facility until they have been dismissed from the rehearsal or production. Once dismissed, young performers can meet with their parents/guardians inside the Johnny Carson Theater area and then leave immediately. **Performers are not allowed to go outside the building to wait for their rides; thus, parents/guardians must enter the Johnny Carson Theater to pick up their child.**
2. Everyone must be out of the Lied Center by 10:30 p.m. each night. LMBC cannot afford to pay overtime fees to the Lied.
3. The artistic staff will try to follow the dress rehearsal schedule. However, please be patient if unforeseen problems make your child late.
4. Performers must leave the Lied Center between productions on Saturday from 4:45-5:45 p.m.

### **Suggestions:**

1. Because there is no courtesy telephone in the Lied Center for the performers to use, please supply your performer with some change should they need to use the pay telephone.
2. To help your child enjoy any free time, please send hand-held games, small (non-messy) crafts, card games, books, etc.
3. Please send a container with your child to hold flowers.
4. Do not bring expensive items such as jewelry and watches to the Lied. The performers may not wear them on stage, and we do not have the facilities for storing them.
5. Label all shoes, clothes, etc. with the performer's name.

## ROLES

Please check the following to find out what scene(s) you are in:

### Overture

Elves	Drosselmeier	Selected Party Parents & Party Children
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### Party Scene (All) Act I

Clara	Nutcracker	Drosselmeier	Dr. Stahlbaum
Fritz	Party Parents	Grandparents	Mrs. Stahlbaum
Maids	Columbine Doll	Harlequinn Doll	Jester Doll
Nanny	Party Children (Big and Little)		

### Battle Scene (All) Act I

Clara	Nutcracker	Drosselmeier	Mouse King
Big Mice	Little Mice	Soldiers	

### Snow Scene (All) Act I

Clara	Nutcracker	Drosselmeier	Snow Princesses
Snow Corps	Snow Queen		

(Note: Snow Angels are NOT in Snow Scene.)

### Act II (All)

Clara	Nutcracker	Drosselmeier	Peppermints
Sugar Plum	Cavalier	Spain	Spanish Background
Russia	Russian Background	Arabian	Arabian Men
Marzipan	Arabian Background	China	China Lantern Bkgrnd
Elves	Mother Ginger	Flower Corps	Garland Children
Dew Drop	Demi Dews	Cinnamon Candies	Bonbons

### Intro to Act II and Finale

Clara	Nutcracker	Sugar Plum	Cavalier
Dew Drop	Demi Dews	Flower Corps	China
Marzipan	Drosselmeier	Spain	Russia
Arabian	Arabian Men	Bonbons	Elves

(No Backgrounds, no Peppermints or Cinnamon Candies)

## **REHEARSAL AND COSTUME FITTING SCHEDULE (Subject to change)**

**Note:** All costume fittings will be at the Golds Building, 1033 O Street between 10<sup>th</sup> and 11<sup>th</sup> and O and N in downtown Lincoln. Use the N Street entrance marked with our signs, proceed down the steps and turn right. Fittings are in Room 24.

### **Sunday, October 18, 2009**

#### ***Costume Fittings at Golds Building 1033 O (Use N Street door)***

*3:30-4:30 Flower Corps, Demi Dews, Dew Drop*

*4:30-5:30 Snow Corps, Snow Princesses, Snow Queen*

*5:30-6:30 Russia, Spain, China, Marzipan, Arabian, Harlequin, Columbine, Jester*

### **Saturday, October 24, 2009**

#### **8200 Cody Drive**

1:00-2:00 Little Mice and Clara

2:00-3:30 Big Mice

3:30-5:00 Soldiers

#### **6120 South 57<sup>th</sup>**

1:00-2:00 China

2:00-3:30 Peppermints and Cinnamon Candies

3:30-4:30 Elves

4:30-5:30 Bonbons

### **Sunday, October 25, 2009**

#### **8200 Cody Drive**

12:00-12:45 Little Mice and Clara

12:45-3:00 Soldiers and Big Mice

3:00-4:00 Peppermints and Cinnamon Candies

4:00-5:00 Elves and Bonbons

5:00-5:30 Elves

#### **6120 South 57<sup>th</sup>**

11:00-12:00 Spain

12:00-1:00 Marzipan

1:00-3:00 Big Party Boys, Big Party Girls

3:00-5:00 Snow Corps

5:00-6:00 Snow Princesses, Snow Queen

6:00-7:00 Russia

### **Sunday, October 25, 2009**

#### ***Costume fittings at Golds Building 1033 O (Use N Street door)***

*1:00-2:00 Russian Background*

*2:00-3:00 Chinese Lantern Background*

*3:00-3:30 Arabian Background*

*3:30-4:30 Soldiers*

*4:30-5:30 Spanish Background*

**Saturday, October 31 , 2009**

**6120 South 57th**

2:00-4:00 Big Party Boys, Big Party Girls, Clara, Fritz

**Note: All Party Girls need to bring a knee-length circle skirt and a doll to rehearsals.**

**8200 Cody Drive**

1:00-2:00 Peppermints and Candy Canes

2:00-3:00 Garland Children

3:00-4:00 Elves and Bonbons

**Saturday, October 31 , 2009**

***Costume Fittings at Golds Building 1033 O (Use N Street door)***

*12:00-12:30 Chinese Lantern Background*

*12:30-1:30 Garland Children*

*1:30-2:00 Maids, Nanny, Grandmother, Grandfather*

*2:00-3:00 Little Mice, Big Mice*

*3:00-4:00 Peppermints and Cinnamon Candies*

**Sunday, November 1, 2009**

**8200 Cody Drive**

12:00-1:00 Maids, 1<sup>st</sup> Maid

1:00-2:00 Peppermints and Cinnamon Candies

2:00-3:00 Garland Children

3:00-4:00 Elves and Bonbons

4:00-5:00 Chinese Lantern Background

5:00-6:30 Big Mice, Little Mice, Soldiers and Clara

**6120 South 57<sup>th</sup>**

11:00-11:30 Columbine

11:30-12:00 Jester

12:00-2:00 Little Party Boys, Little Party Girls

12:30-2:00 Big Party Boys, Big Party Girls, Clara, Fritz

2:00-2:30 Clara, Fritz, 1<sup>st</sup> Maid

2:30-5:30 Snow Corps

4:30-5:30 Snow Princesses & Snow Queen

5:30-6:30 Marzipan, Russia, China, Spain

**Sunday, November 1, 2009**

***Costume Fittings at Golds Building 1033 O Street (Use N Street door)***

*2:30-3:30 Big and Little Party Boys, Fritz*

*3:30-4:30 Big and Little Party Girls*

*4:30-5:00 Anyone who missed a fitting should come at this time*

**Saturday, November 14 , 2009**

**6120 South 57**

- 1:00-2:30 Big and Little Party Boys, Big and Little Party Girls, Clara, Fritz
- 2:30-3:30 Snow Corps, Snow Princesses, Snow Queen
- 3:30-5:30 Flower Corps
- 5:30-6:30 Dew Drop and Demi Dews

**8200 Cody Drive**

- 12:00-1:00 Elves and Bonbons
- 1:00-2:00 Peppermints and Cinnamon Candies
- 2:00-3:00 Garland Children
- 3:00-4:00 Arabian Background
- 4:00-5:00 Spanish Background
- 5:00-6:00 Russian Background
- 6:00-6:30 Chinese Lantern Background

**Note: November 14, is Sewing Day at Temple Building on the UNL campus (12<sup>th</sup> and R). Anyone, regardless of sewing ability, is encouraged to come and help work on costumes from 9:00 a.m. to 4:00 p.m. At Mabel Lee Hall (14<sup>th</sup> and Vine) are the Room Parent Meeting from 1:30-2:00 and Boutique Pre-sale from 2:00-4:30.**

**Sunday, November 15 , 2009**

**6120 South 57<sup>th</sup> – large studio**

- 11:00-12:30 Big and Little Party Boys, Big and Little Party Girls, Clara, Fritz
- 12:30-2:30 Snow Corps, Snow Princesses, Snow Queen
- 2:30-5:00 Flower Corps
- 4:00-5:00 Dew Drop, Demi Dews
- 5:00-7:00 (Learn Intro and Finale) Marzipan, Russia, China, Spain, Arabian, Bonbons, Flower Corps, Demi Dews, Dew Drop

**6120 South 57<sup>th</sup> - small studio**

- 12:00-12:30 All Dolls
- 12:30-1:00 Maids, 1<sup>st</sup> Maid
- 1:00-2:00 Arabian
- 2:00-5:00 Party Parents

**8200 Cody Drive**

- 12:00-1:00 Elves, Bonbons, Peppermints and Cinnamon Candies
- 1:00-2:00 Big Mice, Little Mice, Soldiers, Clara
- 2:00-3:00 Garland Children
- 3:00-4:00 Elves and Bonbons
- 4:00-5:00 Chinese Background
- 5:00-6:00 Russian Background
- 6:00-7:00 Spanish Background

**Saturday, November 21, 2009**

**Scottish Rite Building , 15<sup>th</sup> and L**

- 12:00-1:00 Clara, Fritz, Drosselmeier
- 1:00-2:30 Party Scene – All (See page 22) except no Elves
- 2:30-4:00 Snow and Battle Scenes– All
- 4:00-6:30 Flower Corps, Demi Dews, Dew Drop
- 5:30-6:30 Garland Children

**Sunday, November 22, 2009**

**Scottish Rite Building, 15<sup>th</sup> and L**

11:00-12:00 Party Parents  
12:00-2:30 Party and Battle Scenes - All  
2:30-4:00 Snow Scene- All  
4:00-6:00 Act II – All

**Saturday, December 5, 2009**

**Scottish Rite Building, 15<sup>th</sup> and L**

1:00-3:00 Party Scene - All  
3:00-5:00 Snow and Battle Scenes – All  
5:00-6:30 Act II – All

**Sunday, December 6, 2009**

**Scottish Rite Building, 15<sup>th</sup> and L**

12:00-2:00 Party Scene – All including Elves and Drosselmeier  
2:00-4:00 Battle and Snow Scenes – All  
4:00-6:30 Act II – All

**Saturday, December 12, 2009**

**Mabel Lee Hall, 14<sup>th</sup> and Vine, North Gym**

1:00-2:30 Party Scene – All  
2:30-4:00 Battle and Snow Scenes – All  
4:00-6:30 Act II – All

**Sunday, December 13, 2009**

**Mabel Lee Hall, 14<sup>th</sup> and Vine, North Gym**

11:00-1:00 Party Scene - All  
1:00-3:00 Battle and Snow Scenes – All  
3:00-5:00 Act II – All

**Wednesday, December 16, 2009**

**Lied Center – Enter through Carson Theater, 11<sup>th</sup> and Q**

5:30-7:00 Battle Scene – All  
7:00-8:30 Flower Corps, Dew Drop, Demi Dews, Garland Children  
8:30-9:30 Snow Corps, Snow Queen, Snow Princesses

**Thursday, December 17, 2009**

**Lied Center – Enter through Carson Theater, 11<sup>th</sup> and Q**

3:15 Company arrives for make-up. **Please do not arrive before 3:15.**  
4:00 Company Class for Company members only--Apprentices please warm-up on your own  
4:30 Act I and Apprentices arrive for make-up and costumes  
5:00 Act I– All spacing and run-through beginning with Snow scene  
6:30 Act II arrive for costumes and make-up  
7:00 Break – Re-set stage  
7:30 Act I cast not in Act II dismissed  
7:30 Act II – All (Peppermints and Cinnamon Candies dismissed at approximately 8:45.  
10:00 Remaining cast dismissed, everyone needs to leave the Lied Center promptly.

**Friday, December 18, 2009**

**Lied Center – Enter through Carson Theater, 11<sup>th</sup> and Q**

3:15 Company arrives for make-up (**Please do not arrive before 3:15.**)  
4:00 Company Class for Company members only—Apprentices please warm-up on your own  
4:00 Act I arrive for make-up and costumes  
4:30 Act II arrive for costumes and make-up  
5:00 Act I and Act II– run-through without symphony.  
7:00 Reset stage  
7:30 Act I and Act II with symphony  
(Act I will be dismissed after Act I curtain call with permission of Artistic Director. Approximate time  
9:00 p.m. Act II will be dismissed after Act II curtain call. Approximate time 10:00 p.m. Please  
remember if technical difficulties occur, we will be running late. Please leave the Lied Center promptly  
after dismissal.)

**Saturday, December 19, 2009**

**Lied Center – Enter through Carson Theater, 11<sup>th</sup> and Q**

12:00 Company arrive for make-up  
12:30-1:30 Company Class for Company members only  
1:00 Act I cast arrive for make-up and costumes  
2:00 p.m. Act II cast arrive for make-up and costumes  
2:00 p.m. Show Time! (Act I free to go after their curtain call.)

**Act II pictures on stage immediately after the first performance.** Dancers will be dismissed after their group pictures are done. Please do not leave until your pictures are taken.

4:45-5:45 Everyone must leave the Lied Center. Return promptly at your designated time.  
5:45 p.m. Act I - Cast arrives for make-up and costumes  
6:00-6:30 Act I group pictures taken on stage  
7:00 p.m. Act II cast arrive for make-up and costumes  
7:00 p.m. Show Time!

**Sunday, December 20, 2009**

**Lied Center – Enter through Carson Theater, 11<sup>th</sup> & Q**

12:00 p.m. Company dancers arrive  
12:15-1:15 Company Class for Company members only  
1:00 p.m. Act I cast arrives for make-up and costumes  
1:15-1:30 Company and apprentices meet with Shari  
2:00 p.m. Act II cast arrives for make-up and costumes  
2:00 p.m. Show Time!

No parents will be permitted backstage unless they have a pass as a room parent. It is essential that we follow this rule. Dancers may not bring guests backstage. **ABSOLUTELY NO** performers should be seen in the auditorium or lobby in costume!

**CONTRACT BETWEEN LMBC AND THE PERFORMERS AND THEIR PARENTS/GUARDIANS**

**For a performer to participate in Lincoln Midwest Ballet Company productions, this contract must be signed and turned in at the All-Cast Meeting. By signing this contract, ALL of the signature parties, hereinafter referred to as I, acknowledge and agree to the following:**

1. I accept the Nutcracker part(s) assigned to me through LMBC’s audition process.
2. I have read the LMBC’s Handbook in its entirety.
3. I understand I have entered into a commitment with LMBC, and thus I have arranged my personal schedule to accommodate the production’s schedule.
4. I understand and will follow all the Rules and Expectations (see page 12 and 13) developed by the Artistic Staff of LMBC.
5. I understand that I will relinquish my part(s) if I choose not to follow the rules and expectations.
6. I understand my picture and/or name may be used by LMBC.
7. I will behave and dress appropriately when representing LMBC.

\_\_\_\_\_  
Parent’s/Guardian’s Signature

\_\_\_\_\_  
Performer’s Signature

\_\_\_\_\_  
**Date**