

**LMBC NUTCRACKER**

Date request received \_\_\_\_\_

**REQUEST FOR PERMISSION TO MISS A REHEARSAL**

AD's decision \_\_\_\_\_

Date cast member contacted \_\_\_\_\_

Lincoln Midwest Ballet Company requires cast members to attend all rehearsals scheduled for their parts. However, the artistic director has discretion to allow a cast member one excused absence when a rehearsal coincides with another very serious event. Such an event includes an important responsibility at the academic school, a significant dance opportunity, or a once-in-a-lifetime family event.

Signing this form means the cast member and parent/guardian understand that missing a rehearsal is a serious matter with important consequences, including the following:

- a. Before the next rehearsal, the cast member will initiate contact with fellow cast members to learn everything she/he missed.
- b. The cast member who returns without having learned what was missed may lose her/his role.
- c. Even if the cast member has learned what was missed, he/she may forfeit to the understudy one or more performances of the role missed. This is at the discretion of the artistic director.
- d. Finally, even when all the above requirements are met, the artistic director may still deny the request if she believes this absence would weaken the efficient progress of rehearsals or the successful performance of any part of the ballet.

**PROCEDURE FOR OBTAINING PERMISSION**

1. Fill out a request form as early as possible. Forms will be available at the cast meeting, at the Havelock Studio, and from Susan Steinegger. Forms may also be downloaded from the LMBC website at [www.artsincorporated.org/lmbc](http://www.artsincorporated.org/lmbc).
2. At least two weeks before the expected absence, send the form to  
Susan Steinegger ... 601 Mulder Dr. ... Lincoln, NE 68510-3941  
Phone 402-488-8064 or leave message on LMBC Artistic Line 441-0739
3. Steinegger will tell the artistic director of the request. Once the artistic director has decided whether or not to okay the request, Steinegger will inform the cast member.

**Name and role of cast member:**

**Date and time of rehearsal that will be missed:**

**Contact information (include phone number(s) and address; email is optional):**

**Event which is conflicting with rehearsal:**

\_\_\_\_\_  
Signature of Cast Member      Date

\_\_\_\_\_  
Signature of Parent/Guardian      Date  
(If cast member is under 18)