

The NUTCRACKER

**Information Packet
2022**

**The Smith Center for the
Performing Arts**

Theater Rules and Guidelines

Please take a few minutes to familiarize yourself with Nevada Ballet Theatre's Rules and Guidelines for The Smith Center for the Performing Arts. This will help to make this a safe and memorable experience for everyone involved in this year's production of *The Nutcracker*.

Cast Member Call Times

- The "Call Time" is the time your child must arrive at the theater and be *completely ready* for rehearsal or performance. Professional dancers generally abide by the rule, "5 minutes early is on time, on time is late."
- Those dancing on pointe *MUST* have had a full warm up or class prior to rehearsal. Opportunities at the theater will be made available, but students must make time or arrangements at NBT studios. Parents and Cast Members are ultimately responsible to ensure the cast member's safety while dancing.
- Please refer to the Rehearsal and Performance schedule for specified call times.

Cast Member Arrival

- Please follow the Drop-Off and Pick-Up Instructions located on page 4 of this packet.
- Please allow adequate time to arrive prior to the cast member's call time.

At The Theater

- Cast members should bring water in a sports container, non-messy snacks and/or a packed lunch for the longer rehearsal and performance days.
- Microwaves and refrigeration will not be available.
- Food must come with the cast member, *it may NOT be dropped off at any other time.*

Theater Rules and Guidelines

- No juices or sodas are permitted.
 - There are a few children who have very sensitive nut allergies, for their protection please do not send nut snacks with your child. We also do not allow food sharing due to allergies.
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- Cast members are permitted to bring reading material, homework, etc. for breaks. Small hand-held electronic games are also permitted on silent (no headphones – they need to be able to hear directions), and a small pillow and blanket on long days are encouraged. Please note however that Nevada Ballet Theatre is not responsible for any lost or stolen items.
- There is no cell phone usage while in the theater. Cell phones are only permitted out and on, if needed, at the end of the rehearsal or performance to contact parents for pickup.
- **Please ensure all items are marked with your child's name. Including both shoes.**
- Due to limited space and significant traffic, cast members **must** stay in their designated dressing rooms. No child cast member may roam unattended.

The Smith Center for Performing Arts

- Due to the number of people already backstage and the constant traffic during a rehearsal or show, as well as for the safety of everyone involved - NO parents, family members or friends will be allowed in backstage areas unless they are scheduled as a Volunteer with their Official Volunteer Identification Card.
 - Under no circumstances will any child be permitted to enter the lobby or theater while in their costume or stage make-up to meet family members, friends, etc. If your child is going to join you as an audience member when they are finished performing they must have a ticket to enter the theater. You will need to pick them up from the Drop Off/Pick Up location noted on page 4 of this packet.
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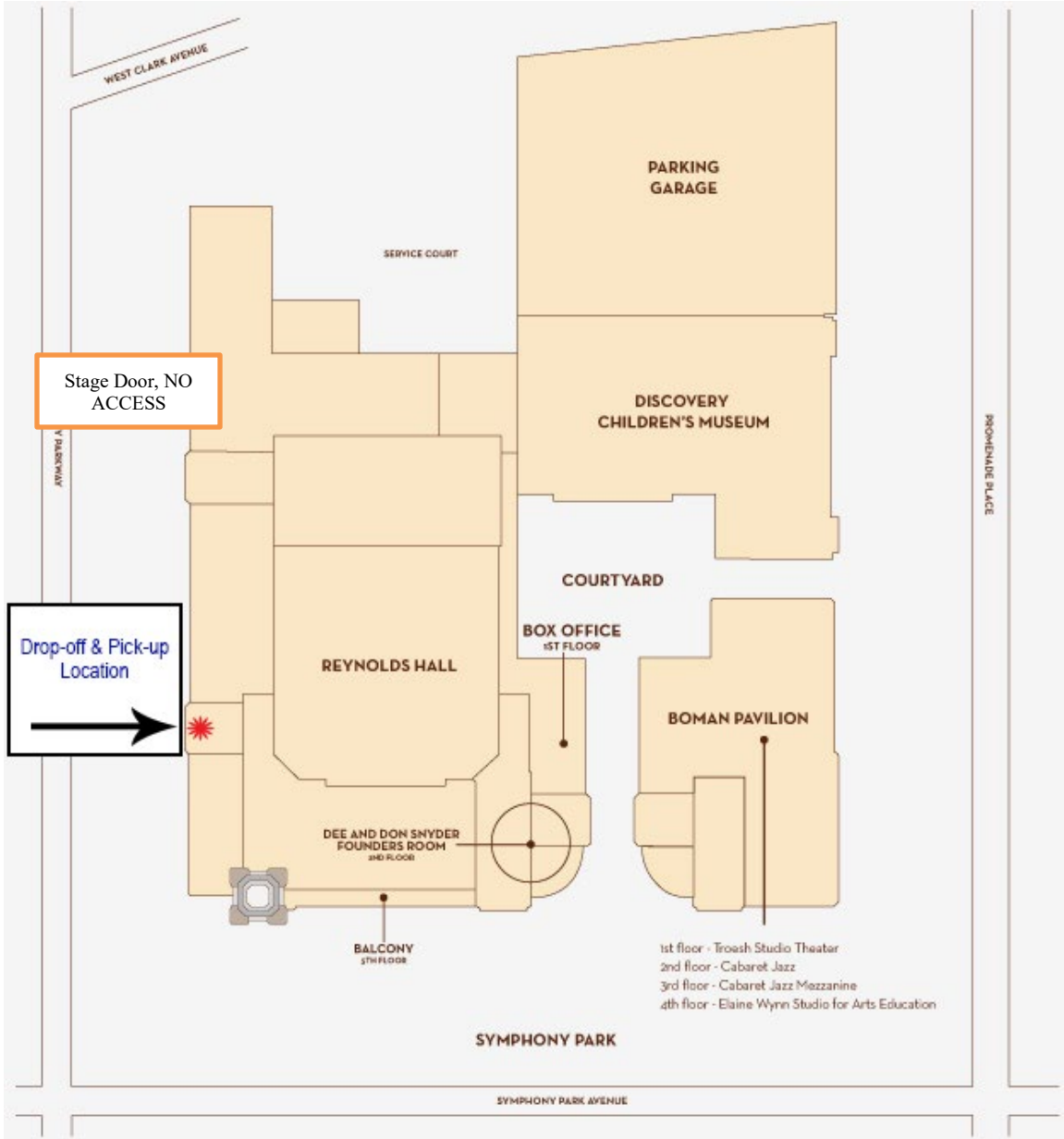
Cast Member Pick-up and Drop-off

Directions for Drop-off:

- The Drop-off entrance is located on City Parkway (please see the map on the following page). The Smith Center VIP entrance.
- Parents will not be allowed to escort their children into the backstage area.
- The sign-in area is small so parents are encouraged to park, walk to the door, and deliver your child.
- **Do not use the Stage Door.** You will not be granted access into the building through this door, and nothing may be dropped off here.
- Make sure you look at the board for pick up times and any last minute information.

Directions for Pick Up

- Cast Members are to be picked up at the same door used for drop-off.
 - Park and walk up to the door. Cast Members will not be brought out to a vehicle. Smith Center has paid parking now so to avoid paying for parking you should stop outside the Pick-up/Drop-off door and come inside quickly to check your child in or out.
 - For your child's safety, they will only be released to someone listed on your Authorization and Release Form who presents their photo identification to the volunteer at the pick up table. **There are no exceptions to this rule!** In the event you need to add someone please contact the Children's Coordinator.
 - The drop off area is a very small space, therefore you may be standing outside for a few moments while your child is located and delivered to you, please dress appropriately. We will do our best to make the pickup of your child quick and efficient.
 - In the event the person picking your child up is late, a \$1.00 fee will be charged for each minute the person is late. This fee will be required to be paid in full before the child's next rehearsal and/or performance.
 - For our oldest, self-driving cast members. Please request a "Cast Member Authorization to Self-Sign-In and Out" from the Children's Coordinator. This form must be completed and returned prior to our transfer to The Smith Center.
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Costume Policy

The Nutcracker cast member's costume is the property of Nevada Ballet Theatre.

WHAT SHOULD THE CAST MEMBER WEAR TO THE THEATER?

Cast Members should be dressed in oversized/loose fitting, warm clothing over their NBT provided tights and leotards. A zip-up jacket is preferable so hair and make-up are not compromised when changing into their costume. The tights and leotards are the property of Nevada Ballet Theatre until the end of the run and should be properly cared for until that time. Cast Member's will wear them home after the final performance at which time they become your property. An additional set of leotard and tights may be brought for rehearsals that are not in costume.

LOST OR DAMAGED COSTUMES

In the event a provided costume piece (leotard, tights, shoes, dresses, pants, shirts, hair ribbons, etc.) is lost or damaged by the cast member, it will be their/your responsibility to pay the cost of repair or replacement. This cost will be assessed by Nevada Ballet Theatre's Wardrobe Department and must be paid in full prior to your child's next rehearsal and/or performance. Not doing so may result in removal from *The Nutcracker* and possible exclusion from future productions.

WHAT TO PACK IN THEIR DANCE BAG

1. Make-Up Kit (please see pages 7-10).
 2. Water in a sports container (there are fountains to refill), non-messy snacks and/or a packed lunch (or 2) for the longer rehearsal and performance days. (Please remember: microwaves and refrigeration will not be available.)
 3. Reading material, homework, etc. for breaks. Small hand-held electronic games are also permitted on silent (no headphones), and a small pillow and blanket on long days are encouraged. **Please note that Nevada Ballet Theatre is not responsible for any lost or stolen items.**
 4. If the cast member will need a cell phone to contact parents for pick-up, it may be packed in their dance bag as long as it is turned off until pick-up time.
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Costume Policy

OTHER COSTUME POLICIES:

- No jewelry.
- No gum in the building – at any time.
- No eating in costume.
- Water is the only permissible drink in costume.
- Properly groomed finger nails, clipped, no nail polish.
- No additional “costume” pieces other than those assigned by NBT’s Wardrobe Department are allowed **under any circumstances**.

LEOTARD AND TIGHTS LAUDERING INSTRUCTIONS:

- Wash in cold water.
 - Use a mild laundry detergent.
 - No Bleach!
 - Either hand wash or wash on delicate.
 - Spot clean as necessary.
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Hair and Makeup

Because cast members are required to wear makeup for our professional production, all cast members must have a makeup kit to use for all Dress Rehearsals and Performances. Party makeup should be applied at home prior to their arrival at The Smith Center. Soldiers will be provided white pancake for their faces and will therefore need to apply their makeup at The Smith Center. Makeup kits should be in the cast member's bag in the event touch-ups are required while at the theater.

Party Scene

Hair

Party Girls: Rag Rolled ringlets, half up and half down. Please refer to the youtube link: <http://www.youtube.com/watch?v=t7bjCSteybc> .

Party Boys: Combed or brushed away from the face (use a light hairspray to hold away from the face as necessary).

Party Boys if role is played by a female dancer: Flat bun.

Makeup*

Party Girls

1. Maybelline Fit Me! Blush in Pink Tone. Preferably one that matches your child's skin tone.
2. Maybelline Great Lash Mascara. Darker hair colors wear black mascara, light hair colors wear brown mascara.
3. Maybelline Born With it, color 015
4. Brush for blush.
5. Hair Comb or Brush
6. Hairspray (as needed)
7. Makeup Remover pads & Baby Wipes
8. Bobby Pins. Hair Elastics

Party Boys

1. Hair Comb or Brush
2. Hairspray (as needed)

Battle Scene

Hair

Soldiers: Hair should be in a secure bun on the top of the head that will fit within the hat.

Battle Scene, continued

Makeup*

Soldiers:

1. White Facial Makeup (Nevada Ballet Provides)
2. Cotton Balls, Makeup Sponges to apply white makeup
3. Black Eyeliner
4. Bright Red Lip Liner, a small heart will be drawn onto their lips and outlined in black.
5. Hair Comb or Brush and Hairspray
6. Red Cheek Fabric Cutouts (Nevada Ballet Provides)
7. Make-up Remover Pads

Mother Ginger

Hair

Girls: Pig Tail Braids on either side of the head looped up and secure at the top of the braid

Boys: Should be combed back.

Makeup*

1. Maybelline Fit Me! Blush in Pink Tone. Preferably one that matches your child's skin tone.
2. Maybelline Great Lash Mascara. Darker hair colors wear black mascara, light hair colors wear brown mascara.
3. Maybelline Color Sensational Lipstain in Pink Tone, preferably #105 Pink Wink or #15 Born with It.
4. Makeup Sponges, Cotton Balls, Blush Brush
5. Hair Comb or Brush and Hairspray
6. Makeup Pad Removers

- Most items are available at Walmart, Target or other similar stores.
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