

Benicia Ballet Theatre, Inc.
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Spring Show 2025

Dancers and Parents Letter of Agreement – Family Contract

Benicia Ballet Theatre proudly presents *Swan Lake*. The performance will be held at Vacaville Performing Arts Theatre (VPAT) on Saturday, May 10th, 2025. We have two planned performances on May 10th and a dress rehearsal on Friday, May 9th.

Production Fees

Productions Fees: To help cover costs of rehearsal hours, theatre rent, and costumes, the Board of Directors has determined the following fees:

Age 4 - 6	\$115.00
Ages 7 – 9	\$150.00
Ages 10+ (Non-Company)	\$200.00
Costume Rentals	\$35.00

The \$35 costume fee will be collected at the auditions on **Saturday, January 25, 2025**.

At the audition, payment is available by cash, check, or credit card.

Half of the fee is due January 25 and the remainder is due no later than March 1.

If you have questions or if finances are a great concern, please contact our Artistic Director, Teresa Taylor, at TeresaBeniciaBalletDirector@gmail.com.

Volunteer and Volunteer Fees

Volunteer Hours: Family participation as a volunteer is extremely important, and each family is required to volunteer approximately 20 hours or 4 credits (5 hours per credit), as defined by volunteer positions. Our volunteer coordinator will be reaching out to families to help answer any questions that our families may have. We need many parent volunteers to help with Saturday rehearsals, the dress rehearsal, performances and pre-performance jobs. We also welcome volunteers from your extended family and

friends. Without volunteers we would not be able to hold our shows and keep our production fees low. You will be emailed a link to the online volunteer signup.

Volunteer Fee: A \$200.00 volunteer fee deposit per family is required (Deposit in check form). **This fee will be held and returned to you a week after the performance for those families that fulfilled volunteer credits for this production. The Volunteer fee check for BBT is due on February 22nd. Please write a separate check so we can return it to you after completion of the required volunteer hours.** If families are unable to volunteer, the \$200.00 fee will be used by BBT to hire people to fill in where volunteers would otherwise be needed.

Casting

Casting is a complex process and includes many factors. Once the cast lists have been posted on studio bulletin boards and emailed to families, note your dancer's role(s), and cast(s). Each cast corresponds to a set of dress rehearsal dates, performance dates and time and may include weekday outreach performances. Make sure your dancer's casting matches their availability. If there are discrepancies in casting or if their name is spelled incorrectly, report the error in writing to the BBT office at once. Casting determines your dancer's call time to rehearsals and shows and volunteer availability so be sure you understand the relationship between the cast list, rehearsal times, and performance times. It can be overwhelming at first, so feel free to ask a veteran BBT family or staff member for assistance in interpreting the listings. Check the cast list from time to time because occasional changes are necessary.

Costumes

BBT provides the performance costumes. There is a \$35.00 fee for all costumes. However, each dancer is responsible for the proper color and style of shoes, tights, leotards, hair supplies and make-up. Shoes, tights, and leotards must be clean. Costumes are worn by many dancers, so clothing underneath must be clean, dry, and free of odor. Dancers must wear street clothes to and from the theater. Female dancers need to have a nude-colored leotard to wear under costumes. Male dancers must have a clean white T-shirt with no printed design to wear under jackets and costumes.

Rehearsals

If a dancer wishes to participate in a performance, the dancer must make a commitment to attend all scheduled rehearsals. BBT endeavors to produce a well-rehearsed and professional quality performance. We try to keep the amount of rehearsal time to a necessary minimum. A quality performance requires extra rehearsal time as well as regular class training. **More than two unexcused absences** from

scheduled rehearsals may result in the dancer being dismissed from one or more roles. If an unforeseen conflict, illness, or injury arises, you must notify Teresa Taylor by either email or calling the school at (707) 746-6757 as far in advance as possible to be excused from rehearsal.

A performance is a team effort. If a dancer does not attend rehearsal, it affects not only that dancer, but also other dancers who are expecting to perform with them. It also comes at a great cost in faculty time.

Actual rehearsal times for each role are posted on the bulletin boards and sent out through our Spring Show email list at least **one week prior to each rehearsal date**. Please make a note of these times and any changes. **No dancer may miss the Full Call Rehearsal or the on-stage Dress Rehearsal.**

Email Group

BBT will create an email group for all families participating in the Spring Show. We will circulate important information about casting, rehearsals, performances, volunteering, tickets, and flower sales. Any changes to rehearsal dates and times will be emailed. It is very important that you become a member of this online group for up-to-date information as well as any changes to rehearsal times or cast lists. Complete the online Spring Show Registration form at www.beniciaballet.com and make sure to include your email address to be added to the group. Only emails added to the group will receive the important emails. Please add all email addresses that you need in order to receive the information.

Expected Behavior

Each dancer is expected to treat all dancers, faculty members, staff and parents with respect. No dancer or group of dancers should use or abuse their power to intimidate, hurt, oppress or damage someone else, covertly or online. Every role is important to the overall production and every dancer should be treated with respect.

Parent / Guardian Code of Conduct

BBT would like to remind parents and guardians that, as adults, we serve as role models for the children. Any acts of disrespect in and around the studio or in the presence of members of Benicia Ballet, including the use of foul language, demeaning or derogatory comments with the intent to hurt, intimidate, or humiliate anyone, including teachers, staff, dancers and other parents/guardians, will not be tolerated. Such acts are considered harassment and may be subject to disciplinary action up to and including being removed from the show.



**DANCERS AND PARENTS LETTER OF AGREEMENT
SIGNATURE PAGE**

****Return to the studio as soon as possible****

By my signature below, I agree that I have read the full text of the “Dancers and Parents Letter of Agreement” for *Spring Show 2025* and understand what is expected under this agreement, including the fulfillment of volunteer responsibilities, expected behavior, and the parent/guardian code of conduct.

I hereby in good faith agree to bring my dancer to all rehearsals and performances for Benicia Ballet Theatre’s 2025 production of *Swan Lake*. **I understand that all rehearsals are mandatory.** Therefore, if my dancer is unable to attend due to illness or emergency, I will notify Teresa Taylor at TeresaBeniciaBalletDirector@gmail.com to request an excused absence. I will make sure that my dancer is on time and prepared for all rehearsals, dress rehearsals, and performances. If a dancer is absent from a rehearsal without an excuse, they could be dropped from the show.

I agree to bring my dancer to their dance class(es) on a regular basis. Regular class attendance is necessary to be fully prepared to dance in these performances. Missed classes should be made up. I will explain to my dancer how important it is to work together as a team with other dancers, the Director, and technical staff for the success of the entire production.

In the event of missed rehearsals, my dancer will access the YouTube channel that BBT provides for dancers. This channel allows dancers to review and practice dance routines at home in order to be prepared for the following rehearsals.

The performances will be held at Vacaville Performing Arts Theatre (VPAT) in Vacaville on Saturday, May 10th. The dress rehearsal will be held at VPAT on Friday, May 9th, time to be determined. I will attend the *Swan Lake* dress rehearsal and the performances.

Dancer’s Name (please print): _____

Dancer’s Signature: _____

Parent Name (please print): _____

Parent or Guardian Signature: _____

Parent Email Address: _____

Amount Paid at Audition: _____ cash _____ check # _____ credit card