

Sept 24, 2023

Dear Company (both cast and crew) and parents of company:

Please be aware that beginning with Tech Sunday, all dates are **REQUIRED**, no exceptions.

1. Parents

- Please:

- Go the Facebook page and join the “Normal Community High School Theatre” group, **PLUS**
- Join the Remind 101 group for important and emergency text updates by texting @a48d28 to the number 81010.
- **ALSO** you can volunteer to help out. Use the [Signup Genius](#) to volunteer to bring snacks or help with cast meals and show night duties. (Link live on webpage, FB, and Classroom)

It takes a lot of support to do these long hours, and we would appreciate your help. Please consider it.

- We offer **professional head shots** of the actors, group shots of the crew, live action photos of the dress rehearsal, and posed production shots for sale. If you would like any of these, please go to our website www.unit5.org/nchstheatre and follow the links. (NOTE: headshots will soon be up, but production and dress rehearsal shots won't be there until after the opening weekend shows...)
- Finally, company families tend to host the **cast parties**. Parties tend to start after 9:30 p.m. and end by midnight, and the sponsors personally attend them, so rest assured they are appropriate.

2. Students - Tech week hours

Day	Date	Time	What	Who	Dinner
Saturday	Sept 30	9am - 5pm	Technical work	Volunteer tech crews	No
Sunday	Oct 1	Noon - 6pm	Cue to Cue	Everyone except makeup	No
Monday & Tuesday	Oct 2-3	3:30 - 6:30pm	Rehearsals w/ Tech	Everyone except makeup (possibly hair?)	No
Wednesday - Friday	Oct 4-6	5 - 10pm	Dress Rehearsals & Opening Night	Everyone	Yes
Saturday	Oct 7	2 - 10pm	Production Shots & Show	Everyone	Yes
Sunday - Wednesday	Oct 8-11	**GET SOME REST**			
Thursday	Oct 12	3:30 - 6:30	Pick-up rehearsal	Everyone except makeup	No
Friday - Saturday	Oct 13-14	5 - 10:00pm	Show	Everyone	Yes
Sunday	Oct 15	noon to 4 or 5	Strike, mandatory	Everyone	No

3. And finally...

If you are bringing in **costume** pieces, please have them in **before** Tech Sun. Do you have your **makeup kit** from the Alamo II yet? Don't wait, or you might get the wrong skin tone!

That's a lot of information, but we think it's everything. We hope this leads to fewer surprises and less stress. Please let us know if you have any questions. Vern's cell is **(309) 303-2303**, and Ms. Keogh's is **(309) 532-3350**, and while we can't always answer calls, we will respond to voicemail and texts. As always, you can reach us at vernonk@unit5.org, & keoghm@unit5.org.

Thank you all, parents and students alike, for your hard work and patience. This is a very time-consuming hobby, but we think you are going to be pleased with the end result.

Thank you,

Vern, Ms. Keogh, and Ms. Adelman