

Jan 19, 2024

Dear Company (both cast and crew) and responsible adults of the company:

Please be aware that beginning with Tech Sunday, Jan 29, all dates are **REQUIRED**, no exceptions.

1. Adults

- 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. All are welcome on Jan 27, but running crews are expected Jan 28.

Day	Date	Time	What	Who	Dinner
Saturday	Jan 27	9am - 5pm	Technical work	Volunteer tech crews	No
Sunday	Jan 28	Noon - 6pm	Cue to Cue	Everyone except makeup	No
Monday & Tuesday	Jan 29-30	3:30 - 6:30pm	Rehearsals w/ Tech	Everyone except makeup (possibly hair?)	No
Wednesday - Friday	Jan 31- Feb 2	5 - 10pm	Dress Rehearsals & Opening Night	Everyone	Yes
Saturday	Feb 3	2 - 10pm	Production Shots & Show	Everyone	Yes
Sunday - Wednesday	Feb 4 - 7	**GET SOME REST**			
Thursday	Feb 8	3:30 - 6:30	Pick-up rehearsal	Everyone except makeup	No
Friday - Saturday	Feb 9 - 10	5 - 10:00pm	Show	Everyone	Yes
Sunday	Feb 11	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 (now Redbird Spirit) 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,

Vernon, Keogh, & Adelman