



LETTER OF AGREEMENT FOR BROADWAY BOUND PARTICIPATION

Student's Start Date _____

Student's Name _____ Preferred Name/Nickname _____

Parents' Name _____

Address _____

Parent Cell Phone _____ Student Cell Phone _____

Daytime Phone _____ Evening Phone _____

Parent's e-mail address _____

Participant's email address _____

Participant's Grade in School for 2023-24 School Year: _____ School: _____

Emergency Contact Information

Name: _____ Relation: _____

Phone Number: _____ Alt. Number: _____

The undersigned does hereby release and agree to hold harmless the Woodland Opera House – Theatre and Dance Annex, the representatives, agents, and employees thereof from all liability, loss claims, and demands which may accrue from any loss, damages, or injury to the undersigned person. I understand the Woodland Opera House – Theatre and Dance Annex does not provide insurance to their participants. I certify that I and my child are physically and mentally able to participate in the performances and activities associated with Broadway Bound. I, intending to be legally bound, waive and release my rights and claims for damages I may accrue against all sponsors of this program.

Parent or Guardian Signature: _____ Date: _____



BROADWAY BOUND FINANCIAL AGREEMENT

The fee for Broadway Bound participation is: \$85/month. No discounts apply to Broadway Bound tuition. The Broadway Bound season runs September through May (inclusive).

- Payments can be made monthly, by semester, or by the end of September for the whole season. Please see Martha in the Front Office to arrange semester or yearly payments.
- Payment may be made by automatic payments through Jackrabbit via credit, debit, or ACH, or through arrangements with Martha Garrison, Front Office Manager.
- Students/families two month or more in arrears, or with any outstanding payments at the Woodland Opera House, Theatre and Dance Annex will be suspended from Broadway Bound until payment is made current.

I agree to the above terms. I acknowledge that I am the financially responsible party for all Broadway Bound fees. If there is a change in this responsibility, I will notify the Woodland Opera House Theatre and Dance Annex in writing and a new agreement will be signed before the transfer of responsibility is complete.

Student Name _____

Student's Start Date _____

Name of party financially responsible _____

I choose to pay:

- Nine monthly payments (due the first of the month)
- Two semester payments (due Sep 1/Jan 1)
- One payment (due by Sep 1)
- Other (needs Director/Front Office Manager Approval) _____

If responsible party is different from the parent/guardian listed on page one, please provide the following information where invoicing can be sent:

Responsible Party's Name _____ Email Address: _____

Address: _____

City, State, Zip Code: _____

Phone Number: _____ Alt. Phone Number: _____

Signature: _____ Date: _____



BROADWAY BOUND STUDENT AND PARENT CONTRACT

Members of Broadway Bound are expected to attend every regularly scheduled meeting, class/rehearsal and performance as established by the instructor. Please initial in agreement with each section.

Regular weekly class/rehearsal will be held Wednesdays from 4:30 to 7:00 pm. (WOH TADA reserves the right to change this time to fit the overall needs to the group at any time.)

Absences/Conflicts

- **Members are expected to be at all weekly classes.** Please schedule all other appointments, commitments, and vacations around this scheduled time.
- Absences are considered “excused” if out for illness or for a school obligation (i.e., parent/teacher night, band/choir concert dependent on a grade, school presentation for a grade, mandatory school trip.)
 - Please notify Ms. Andrea no less than 2 hours before your scheduled class if you will be out sick. Email or a message through BAND is considered appropriate communication.
 - For approval of school commitments, please email Ms. Andrea at least ONE MONTH prior to the date(s) in question. If you are only given a “TBD” from school, please submit that and then notify Ms. Andrea as soon as the date is confirmed.
- All members will have **4 “Unexcused Absence Passes.”** *Use these wisely!*
 - Best use for these: Vacation that can’t be rescheduled. School commitment not necessary for a grade. Family or friend birthday.
- **More than 4 unexcused absences will result in being dismissed from the group.**
 - Likewise, incessant tardiness may result in being dismissed from the group. 3 tardies = 1 unexcused absence.

_____ BB Member Initials _____ Parent Initials

Behavior Expectations

- Professionalism and maturity are expected from all members.
- We have a zero-tolerance policy regarding any member caught using or in possession of tobacco, alcohol, or drugs.
- All Broadway Bound members are expected to lead by example when in their regular Broadway Bound class/rehearsal, as well as any other class or rehearsal that they may take at the Woodland Opera House or at TADA. This includes following all TADA policies in addition to those of Broadway Bound.
- Bullying is not permitted. All members are to treat each other and all staff with kindness and respect. If bullying is reported, the following will occur:

- ❖ The member will be spoken to by staff. A resolution will be found and documented.
- ❖ If bullying continues to be witnessed or reported, a meeting with parents will occur.
- ❖ If bullying continues to be witnessed or reported a third time, the member will be placed on suspension or may be dismissed from the group.

_____BB Member Initials _____Parent Initials

Class/Rehearsal Expectations

- All members are expected to arrive in proper dance/clothes comfortable to move in for each weekly class/rehearsal. No jeans or open-toed shoes are permitted.
- All members will bring their Broadway Bound folders, a pencil, recording device, and jazz shoes. (Other dance shoes as required.)
 - ❖ While a cell phone may be used as a recording device, cell phones are not to be out for any other purpose during this weekly class/rehearsal.
- All Broadway Bound members are expected to exhibit punctuality, regular attendance, a commitment to excellence, seriousness towards projects, and a good work ethic.
- Each class/rehearsal will have: vocal lesson, acting class, and a dance class/rehearsal.
- Casting material within Broadway Bound at the Woodland Opera House is at the discretion of the Broadway Bound Staff. Casting is based on many different factors including, but not limited to, talent and growth potential. Groups will not be cast based on seniority. Not getting the part the student desired does not give the student the right to leave the group. *In joining Broadway Bound, you trust the vision of the director, musical director, and other staff.*
- Each Class/Rehearsal will have material that will need to be learned/practiced in the member's own personal time. Please come to class/rehearsal properly prepared out of respect for yourself, your fellow members, and staff.
- Understand that while we encourage all performers to audition for other shows, *all members must list their regular Broadway Bound commitment as conflicts.*
 - ❖ Please put down that you may be late to a 7 pm rehearsal. For 6 pm rehearsals, you will be over an hour late. You will be excused from Broadway Bound for any tech week.
- Understand that being a member of Broadway Bound does not earn you preferential treatment for any casting of any show at the Woodland Opera House.
 - ❖ As a member of Broadway Bound, you are expected to accept any role for shows that you audition for at the Woodland Opera House and to accept roles with grace and humility.
- Any member who fails to consistently practice the above may be asked to leave the group.

_____BB Member Initials _____Parent Initials

Performances/Technical Crew Expectations

- **The Big Reveal** (January date TBD) and 1-2 rehearsals outside of the normal Broadway Bound commitment used for blocking/staging at the WOH. Members will be expected to keep any future show announcements confidential through the rehearsal process.
- **Spring Musical Theatre Showcase** – Time and dates TBD.
- **One WOH as a part of the tech crew.** Members will be given information for each stage manager to communicate their desire to join a particular show's crew at the top of the season. This commitment is to help teach respect for all aspects of theatrical art and to learn as much as possible regarding technical theatre.

- **Other performances or events will be optional.** Staff will reach out to all performers to see who is available. These may be anything ranging from local sporting events, rotary club visits, city events, etc.
 - All performers should commit to a minimum of **2** optional performances for the season in addition to the 2 mandatory events listed above.

____ BB Member Initials ____ Parent Initials

Outside Expectations

New for the 2023-24 season:

- Each member will be obligated to have a **weekly private voice lesson**. These are not held by the Woodland Opera House. If you need recommendations for a private voice instructor, we have a list of talented teachers where you may start your search.
- Each member will be required to **take at least one dance class** from any of the below styles. While classes do not need to be taken at the Woodland Opera House Theatre and Dance Annex, they are strongly encouraged. If the performer opts to take elsewhere, we will do monthly check-ins to see how outside classes are progressing with the performer's family.
 - Jazz
 - Ballet
 - Hip-Hop
- These will be required as our group rehearsal/workshop time will not allow much time to focus on the individual. These outside requirements will assist each performer in growing exponentially throughout the year.
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Commitment

Broadway Bound is a nine-month commitment.

The Woodland Opera House, Theatre and Dance Annex understands that circumstances arise throughout the year. The Woodland Opera House, Theatre and Dance Annex requires a TWO MONTH written notice if you leave Broadway Bound. Partial months will not be prorated. If a two-month written notice is not given, you will be invoiced for the remainder of the season.

____ BB Member Initials ____ Parent Initials

I agree to abide by the terms and conditions listed above.

Student Name: _____ Date: _____

Student Signature: _____

Parent Signature: _____



BROADWAY BOUND WITHDRAWAL NOTICE

Please retain this sheet.

In the unfortunate event your student needs to withdraw from their commitment to Broadway Bound, please complete this form, and present to your instructor for their signature. Note: It is recommended you request a copy for your records.

The Woodland Opera House, Theatre and Dance Annex understands that circumstances arise throughout the year. Broadway Bound is a nine-month commitment. The Woodland Opera House, Theatre and Dance Annex requires a TWO month written notice if you are leaving Broadway Bound. Partial months will not be prorated. If a two-month written notice is not given, you will be invoiced for the remainder of the season.

_____ is withdrawing from Broadway Bound.

Withdrawal Notice Date: _____

End Date (end of 2nd month following withdrawal notice date): _____

Reason: _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Director Signature: _____ Date: _____