



Benicia Ballet Theatre

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Nutcracker 2025

Dancers and Parents Letter of Agreement – Family Contract

Benicia Ballet Theatre (BBT) proudly presents the 2025 production of *The Nutcracker* with four performances the weekend of **December 13 and 14, 2025** at Solano Community College in Fairfield. The full dress rehearsal will be on **December 12, 2025** also at Solano Community College in Fairfield.

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:	\$140.00
Age 7 - 9:	\$175.00
Age 10 - 18 (Non-Company)	\$225.00
Costume Rentals	\$35.00

The \$35 costume fee is due at the audition on **August 23, 2025**

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

Half of the fee is due August 23, 2025 and the remainder is due no later than October 1, 2025.

Refunds

If a dancer withdraws from The Nutcracker performance, refunds will be based on the following date schedule:

- September 15 - All Contract fees for the performance will be refunded.
- October 1 - Any payments exceeding 50% of total Contract fees owed for the performance will be refunded.
- October 16 - No refunds for the performance will be provided.
- The Costume fee is not refundable.

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. Without volunteers we would not be able to hold our shows and keep our production fees low.

Each family is required to volunteer approximately 30 hours or 6 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. You will be emailed a link to the online volunteer signup.

Volunteer Fee: A \$300.00 volunteer fee deposit (in check form) per family is required.

The check will be held and returned to you a week after the performance for families that fulfilled volunteer credits for this production. If you do not meet your volunteer requirement, this \$300.00 will be cashed and the fee will be used by BBT to support the production. If you plan to “buy-out” your volunteer commitment, please inform BBT to cash your volunteer deposit check by **October 1**.

The volunteer fee check for BBT is due on September 15. Please write a separate check so we can return it to you after completion of the required volunteer hours.

Checks will be kept at a local bank’s safety deposit box for security.

Casting

Casting is based on an audition, if applicable. Auditions are held for each performance and casting is at the discretion of the Artistic Director. Casting is a complex process and includes factors such as availability of costumes, compatibility of roles, availability for rehearsal times, experience and stage presence, among others.

Once the cast lists have been posted at the studio and/or emailed through our email group, please note your dancer’s role(s) and cast(s) and review these with your dancer(s). Ensure your dancer’s casting matches her/his availability. Each cast corresponds to a set of rehearsal dates, full dress rehearsal, and performance dates and times. If there are discrepancies in casting or if your dancer’s name is misspelled, report the error in writing to the Assistant Artistic Director, Gianna Zahner at giannazahner@gmail.com as soon as possible. Casting determines your dancer’s call times to rehearsals and shows, and parent/guardian’s availability for transportation so be sure you understand the relationship between the cast lists, rehearsal 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 listing. Check the cast lists from time to time because occasional changes are necessary.

Costumes

BBT provides the performance costumes. There is a \$35.00 rental 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 and appropriate undergarments for support to wear under costumes. Male dancers must have a clean white T-shirt with no printed design to wear under jackets and costumes. The party scene roles including little girls, littlest girls, and Clara need to have a pin-on ponytail with ringlets. These can be purchased at beauty supply stores or online.

Rehearsals

If a dancer wishes to participate in a performance, the dancer must make a commitment to attend all scheduled rehearsals. 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. BBT endeavors to produce a well-rehearsed and professional quality performance. We try to keep the amount of rehearsal time to the 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 the Assistant Director, Gianna Zahner, at giannazahner@gmail.com as far in advance as possible to be excused from rehearsal.

Actual rehearsal times for each role are posted on the bulletin boards and sent out through our Nutcracker 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 on stage Dress Rehearsal.**

Email Group

BBT uses email to communicate about casting, rehearsals, performances, volunteering, ticket sales, and other important information. Any changes to rehearsal dates or times will be announced through our group email. It is very important for you to have your email added to the mailing list as changes to schedules do occur. If you are not receiving these emails, please send a request to info@beniciaballet.com and your information will be added.

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.



DANCERS AND PARENTS LETTER OF AGREEMENT

By my signature below, I agree that I have read the full text of the "Dancers and Parents Letter of Agreement" for *Nutcracker 2025* and understand what is expected under this agreement, including the fulfillment of volunteer responsibilities and expected behavior.

I hereby in good faith agree to bring my dancer to all rehearsals and performances for Benicia Ballet Theatre's 2025 production of *The Nutcracker*. **I understand that all rehearsals are mandatory.** Therefore, if my dancer is unable to attend due to illness or emergency, I will notify the Artistic Staff to request an excused absence. I will make sure my dancer is on time and prepared for all rehearsals, dress rehearsals, and performances. Regular attendance is necessary to be fully prepared to dance in these performances. I will explain to my dancer how important it is to work together as a team with other dancers, the Directors, and technical staff for the success of the entire production. If attendance becomes an issue, she/he will be dropped from the show at the discretion of the Artistic staff and/or the BBT Board of Directors.

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.

I will attend the Nutcracker dress rehearsal on **December 12, 2025**. I understand the performance dates will be **December 13 and 14, 2025**.

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