

Performances at Stephens Auditorium

Saturday, December 14th 1:00pm

Saturday, December 14th 7:30pm

Sunday, December 15th 1:00pm

TABLE OF CONTENTS

Production Information	1
Rehearsal Schedule.	2-4
Performance Schedule	5
Act II Order of Program & Quick-Change Form	6
Dressing Room Assignments	7
Hair & Costume Information	8
Make Up Information	9
Dancewear/Shoe Information	10
Hair Picture & Tutorial Link	11

<u>Backstage Policy</u> — To help alleviate congestion and make it easier for the cast to get ready for the show, parents will only be allowed backstage until 15 minutes before the start of the show. No one but working staff will be allowed backstage during intermission. Parents are allowed backstage after the show.

<u>Drop Off Location</u> – Enter by east stage door. DO NOT park in the loading zone!

<u>Videotaping Production Week</u> — Parents may videotape and/or take photos at rehearsals only from the audience. Dancers will be in costume during these rehearsals. Please refer to the rehearsal schedule for the days dancers will be in costume and makeup. PHOTO ACTIVITY MAY NOT INTERFERE WITH REHEARSALS. No photos or videotaping allowed backstage or from the audience during performances.

<u>DVDs</u> – DVDs of each performance will be available for purchase. Please inquire at the Dancenter or backstage at Stephens Auditorium.

Volunteers — This year we are requiring the family of each cast member to provide volunteer help in lieu of supplemental participant fees. This additional help will keep our performances running smoothly and safely. A sign-up sheet is available online. An email was sent with the link you will need to use. There are specific assignments for each of the rehearsals at Stephens, as well as the performances.

<u>Misc. Information/Take Note</u> — Please leave all jewelry and other accessories that are not part of the *Nutcracker* performances at home. Also, there is to be no fingernail polish or decoration on your nails.

<u>Gifting Table</u> — A gifting table is set up in the upstairs hallway. Please place flowers and all other gifts for fellow performers on this table. Please do not take flowers and gifts to dressing rooms.

<u>Only Authorized Persons Backstage</u> – 15 min prior and throughout all shows only badge holding authorized persons (volunteers) are allowed backstage.

<u>Nutcracker Policies & Procedures</u> — a complete listing of all Nutcracker policies and procedures regarding expectations for attendance, behavior, costume, prop care, and much more may be found by going to https://rtdance.com/nutcracker-ballet/ and scrolling down to the Cast Information section.

Please know the daily rehearsal schedule listed on next three pages

IMPORTANT NOTE FOR ALL CAST MEMBERS: ALL CAST MEMBERS ARE ENCOURAGED TO BE AT ALL REHEARSALS DURING TECH WEEK. IF YOUR CAST IS NOT REHEARSING ON STAGE, YOU CAN BE WATCHING IN THE AUDITORIUM, SO YOU HEAR ANY NOTES GIVEN BY THE INSTRUCTOR(S).

REHEARSAL SCHEDULE PRODUCTION WEEK 12/9 - 12/15

SaM=Saturday Matinee Cast•SaE=Saturday Evening Cast•Sun=Sunday Matinee Cast MONDAY – NO COSTUMES/MAKEUP – TECHNICAL RUN-THROUGH (NO BOWS)

-Warm up class on stage (Snow and Act II Pointe &	4:15p-5:00p	
ACT I – SaE & Sun Casts	ARRIVAL TIME	
-Party Scene	5:00p	5:45p
-Harlequins	5:45p	-
-Battle Scene	5:45p	
-Snow	7:15p	7:45p
-SaE Cast - Party scene, Harlequins, Battle scene the	nrough sleigh ride	-
-Sun Cast – Party scene, Harlequins, Battle scene t	hrough Snow	
ACT II – SaE & Sun Cast	7:55p	8:25p

Mother Ginger, Angels, and Pralines rehearse in this order:

- 1. Mother Ginger
- 2. Angels & Fairy Godmother (Run first with SaE Marie/Nutcracker, then again with Sun Marie/Nutcracker)
- 3. Pralines and Marie (Run first with SaE Marie, then again with Sun Marie)
 - Angels, Mother Ginger Kids, and Pralines may leave after they rehearse and are dismissed (Marie needs to stay)
 - Complete work-through of Act II in the following order:
 - o Opening
 - o Closing
 - o Flowers, Flower Soloists, Dew Drop Fairy
 - Gum Drops
 - o Candy Canes
 - Sweet Toffee
 - o Chocolate
 - o Coffee
 - o Tea
 - o Marzipan
 - o Bon Bons
 - Cinnamon Sticks

<u>TUESDAY – NO COSTUMES/MAKEUP – TECHNICAL RUN-THROUGH</u>

-Warm up class on stage (Snow and Act II Pointe & Advanced Dan	cers)	4:15p-5:00p
ACT I – SaM Cast	ARRIVAL TIME	ON-STAGE
-Party Scene (run twice)	5:00p	5:45p
-Harlequins (run twice)	6:15p	-
-Battle Scene (run twice)	6:15p	
-Snow	6:55p	7:25p

- Rehearse SaM BOWS for Act I and Act II after Act I rehearses
- Act I may leave after bows

ARRIVAL TIME

ACT II – SaM Cast

7:25p

Mother Ginger, Angels, and Pralines rehearse in this order:

- 1. Mother Ginger
- 2. Angels, Fairy Godmother, Marie, Nutcracker
- 3. Pralines and Marie

Angels, Mother Ginger Kids, and Pralines may leave after they rehearse and are dismissed (Marie needs to stay)

- Complete work-through of Act II in the following order:
 - o Opening
 - Closing
 - o Flowers, Flower Soloists, Dew Drop Fairy
 - Gum Drops
 - o Candy Canes
 - Sweet Toffee
 - o Chocolate
 - Coffee
 - o Tea
 - o Marzipan
 - o Bon Bons
 - Cinnamon Sticks

WEDNESDAY – COSTUMES MAKE-UP & HAIR - FOR ALL

-Warm up class on Stage (Snow and Act II Pointe & Act	4:15-5:00	
ACT I – SaE & Sun Casts	ARRIVAL TIME	ON-STAGE
-Party Scene	5:00p	5:45p
-Harlequins	5:45p	_
-Battle Scene		
-Snow	6:55p	7:25p
-SaE Cast – Party scene, Harlequins, Battle scene throu	igh sleigh ride	
-Sun Cast – Party scene, Harlequins, Battle scene throu	gh Snow	

Rehearse SaE BOWS for Act I and Act II after Act I rehearses (Sun Marie and Fritz, also)

• Act I may leave after bows

ARRIVAL TIME

ACT II – SaE & Sun Casts

7:05p

Mother Ginger and Angels rehearse in this order:

- 1. Mother Ginger
- 2. Angels (Run first with SaE Marie/Nutcracker, then again with Sun Marie/Nutcracker)
- 3. Pralines (Run first with SaE Marie, then again with Sun Marie)

- Angels, Mother Ginger Kids, and Pralines may leave after they rehearse and are dismissed (Maries need to stay)
- Complete work-through of Act II in order, run music for Mother Ginger and Pralines to practice quick changes.
 - o Opening (Run twice-first with SaE Marie, then again with Sun Marie)
 - Chocolate
 - o Coffee
 - o Tea
 - o Mother Ginger (music only, no dancers)
 - Candy Canes
 - o Pralines and Marie (music only, no dancers)
 - Sweet Toffee
 - o Marzipan
 - o Bon Bons
 - Cinnamon Sticks
 - o Gum Drops
 - o Flowers, Flower Soloists, Dew Drop Fairy
 - o Closing (Run twice-first with SaE Marie, then again with Sun Marie)

<u>THURSDAY</u> – COSTUMES MAKE-UP & HAIR - FOR ALL ACT I & ACT II Sam CAST

	ARRIVAL TIME	ON-STAGE
-Warm up class on stage (Snow and Act II Pointe & Advanced	d Dancers)	4:15p-5:00p
-Party scene, Harlequins, Battle Scene	5:00p	5:45p
-Snow and Act II	5:45p	_

- Complete run-through of Act I
- Rehearse BOWS for Act I and Act II immediately after Act I rehearses
- Act I may leave after bows
- Complete run-through of Act II (in performance order)
 - Opening
 - Chocolate
 - Coffee
 - o Tea
 - Mother Ginger
 - Candy Canes
 - Pralines and Marie
 - Sweet Toffee
 - Marzipan
 - o Bon Bons
 - Cinnamon Sticks
 - o Gum Drops
 - o Flowers, Flower Soloists, Dew Drop Fairy
 - o Grand Pas
 - Tarantella
 - Sugar Plum
 - Coda
 - Closing

<u>Friday</u> –SNOW CANCELLATION DAY (only have class and rehearsal listed below if necessary)

Class at South Dancenter (Snow and Act II Dancers) 4:30-6:00 p.m.

Rehearsal at Stephens 6:00 p.m. - 10:00 p.m.



Act 2 Order of the Program

Please check the Act II order carefully. If you have less than 8 minutes to change between roles, this is considered a quick change. Please print out this page, fill out the Quick-Change information on the bottom, and turn it in to Lisa Davis, the backstage coordinator, during production week (PRIOR to Saturday) in order to secure a space in the quick change area backstage during the performances.

<u>1)</u>	Opening	8:58	
•	Fairy Godmother, Ang	gels 1 st	4 min
<u>2)</u>	Chocolate	1:23	
<u>3)</u>	Coffee	3:13	
<u>4)</u>	Tea	1:12	
<u>5)</u>	Mother Ginger	2:50	
6)	Candy Canes	2:36	
<u>7)</u>	Pralines & Marie	2:18	
8)	Sweet Toffee	1:21	
9)	Marzipan	2:38	
10)	Bon Bons	3:17	
11)	Cinnamon Sticks	3:03	
12)	Gum Drops	3:15	
13)	Flowers, Flower Soloists, Dew Drop	6:59	
<u>14)</u>	Grand Pas	4:34	
	a)Tarantella	0:58	
	b)Sugar Plum	2:31	
	c)Coda	1:36	
18)	Finale (Closing)	5:11	
19)	Bows	4:57	

I have less than 8 minutes between the following roles:

Name	
Role Prior to Quick Change	
Role After Quick Change	

UPSTAIRS A DRESSING ROOM UPSTAIRS B DRESSING ROOM

ACT I Women ACT II Women

Frau and Female Party Guests

Coffee

Maids

Flower Corp

Marie and Friends
Apprentices
Chocolate
Party Scene Dolls
Gum Drops

Female Soldiers & First Lieutenant Tea

Sweets

Snow

Cavalry Cinnamon Sticks
Battle Scene Dolls Candy Canes

Battle Scene Dolls Candy Canes
Mice Pralines

Little Mice Brigade

BASEMENT WOMEN'S ORCHESTRA ROOM BASEMENT MEN'S ORCHESTRA ROOM

Angels ALL Men & Boys

Mother Ginger Kids Mother Ginger Harlequins Soldiers (Male)

Fritz & Friends (Female)

First Lieutenant (Male)

Fritz & Friends (Male)

Male Party Guests

STAGE LEVEL STAGE LEVEL

ROOM 105 ROOM 102

Snow & Dew Drop Fairy

Nutcracker

Mouse King

ROOM 109 ROOM 104

Director

Angels & Mice (Dress in Costumes in SW corner of backstage)

PLEASE KEEP DRESSING ROOMS CLEAN & UNCLUTTERED

ALL COSTUMES SHOULD BE RETURNED TO THE BASEMENT AFTER EACH REHEARSAL AND PERFORMANCE

TAKE UNNECESSARY ITEMS HOME AFTER EACH SHOW

HAIR & COSTUME INFORMATION PERFORMERS ARE RESPONSIBLE FOR THEIR OWN HAIR

HAIR—For the high bun, middle parted bangs, please refer to the picture at the end of the packet, and the

tutorial at https://youtu.be/_sgSBh8YcZY (Nutcracker/Sugarplum Celebration Hair Tutorial)

-NO BANGS, NO BRAIDED BUNS ALLOWED FOR ANY FEMALE DANCERS

-Frau & Female Party Guests: Period hairstyle, to be approved by instructor.

-Marie & Friends: Old fashioned curls (ringlets).

-Cavalry: High bun, middle-parted bangs. Bun should be on top of head, toward the back so that the hat covers it.

<u>-Female Soldiers/First Lieutenant</u>: High bun, middle-parted bangs. Bun should be on top of head, toward the back so that the hat covers it.

-Female Fritz/Fritz' Friends: Low bun, middle-parted bangs. Bun should be at nape of neck.

-Gum Drops: High bun, middle-parted bangs, with approved Irish hairpiece.

-Mother Ginger Kids: High bun, middle-parted bangs. Bun should be on top of head, toward back so bows cover it up.

Rag Dolls: High bun, middle-parted bangs. Bun should be on top of head, toward the back so that the hat covers it.

The following roles all need a high bun, middle-parted bangs:

-All Pointe Dancers (except Rag Dolls, please see above)

- -Angels
- -Apprentices
- -Battle Scene Dolls
- -Candy Canes
- -Cinnamon Sticks
- -Coffee
- -Harlequins
- -Little Mice Brigade
- -Mice
- -Pralines
- -Sweet Toffee
- -Sweets
- -Tea
- **-Boys/Men**: neatly trimmed, preferably off the ears and collar and out of the eyes.
- -Please wear HAIRNETS over all buns. Please attempt to make bobby pins/hair pins as invisible as possible. (For example, use pins that match hair color.)
- -Please bring your own combs, hairnets, hairspray and any other supplies needed to maintain your hair.

PLEASE DO HAIR AT HOME BEFORE COMING TO THEATRE!

COSTUMES

All costumes and costume pieces should be returned to the basement after each dress rehearsal and performance. No costumes/pieces should leave Stephens. All dancers are responsible for all pieces and the condition of their costumes. Any lost pieces or damage to the costumes from negligence will be billed to you. NO EATING OR DRINKING while in costume (not even water)! Gauge your dressing time so you are not in costume for long periods before your entrance. Keep costumes on hangers and keep all pieces together. Please keep all tags pinned to the costumes even during performances and be sure to tuck tags in so they cannot be seen when costume is worn onstage. Wash hands thoroughly after applying make-up, before touching costumes!!

MENDING LIST

A mending list will be posted in the basement, at Jerri Baumeister's table following each rehearsal or performance, including Sunday. Please list your name, the costume piece, and the problem. Be specific so the costume maintenance crew can help you. Always keep costumes on the hangers with your name tag clearly shown so the costume maintenance crew can find your costume to fix any problems.

NO FOOD OR DRINK WHILE IN COSTUME
COSTUMES MUST BE KEPT ON HANGERS WHEN NOT BEING WORN



LISTED IN THE CHART BELOW ARE THE PRODUCTS THAT EACH PART NEEDS TO PURCHASE. THESE ITEMS CAN BE PURCHASED AT THE STORES LISTED BELOW. PLEASE NOTE THE BRAND NAME AND SPECIFIC COLOR.

You are responsible for bringing this make-up to dress rehearsal and all performances.

BEN NYE PANCAKE MAKEUP & CRÈME CRAYON and MEHRON PANCAKE MAKEUP AVAILABLE AT: Theatrical Shop-Des Moines COLORLESS SETTING POWDER (Required with Crème, optional otherwise) AVAILABLE AT: Theatrical Shop-Des Moines ALMAY BLACK LIQUID EYELINER (#221) AVAILABLE AT: Target, Wal-Mart, Walgreen's, etc. ARDELL BLACK EYELASHES AND EYELASH GLUE AVAILABLE AT: Sally's Beauty Supply

ALL LIPSTICKS AVAILABLE AT: Target, Wal-Mart, Walgreen's, etc. EXCEPT VANITY & GLAMOUR SHOP-Des Moines

Part	Lipstick/Other	Pancake Makeup	Black Eyeline	Black	Eyelash Glue	Setting	Pink Blush/ Black Mascara
Angels	Maybelline Super Stay Ink Crayon, Keep it Fun	Skin tone	yes	Demi Wispies	yes	yes	you supply
Apprentices	Maybelline Super Stay Ink Crayon, Enjoy the View, 20	Skin tone	yes	no	no	yes	you supply
Ballerina Doll	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Lacies	yes	yes	you supply
Battle Scene Dolls	Vanity & Glamour Black Matte Liquid	Skin tone	yes	Wispies	yes	yes	you supply
Bon Bons	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Candy Canes	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Chocolate	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Cinnamon Sticks	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Coffee	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Flowers	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Fritz	Maybelline Super Stay Ink Crayon, Enjoy the View, 20	Skin tone	yes	no	no	yes	you supply
Fritz's Friends	Maybelline Super Stay Ink Crayon, Enjoy the View, 20	Skin tone	yes	no	no	yes	you supply
Gum Drops	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Harlequins	Vanity & Glamour Hot Gurl Summer Matte Liquid Lipstick; Other: Ben Nye Magic Color Crème White Crayon or Vanity & Glamour Clown White Longwear Cream	Skin tone	yes	no	no	yes	you supply
Maids	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Marie	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Demi Wispies	yes	yes	you supply
Marie's Friends	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Demi Wispies	yes	yes	you supply
Marzipan	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Mice/Little Mice	Vanity & Glamour Hot Gurl Summer Matte Liquid	Skin tone	yes	no	no	yes	you supply
Moor Doll	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Mother Ginger Kids	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Demi Wispies	yes	yes	you supply
Nutcracker	Maybelline Super Stay Ink Crayon, Enjoy the View, 20	Skin tone	yes	no	no	yes	you supply
Party Guests-Men	Maybelline Super Stay Ink Crayon, Enjoy the View, 20	Skin tone	yes	no	no	yes	you supply
Party Guests-Women	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Pralines	Vanity & Glamour Hot Gurl Summer Matte Liquid Lipstick	Skin tone	yes	Wispies	yes	yes	you supply
Raggedy Ann Dolls	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Snowflakes	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Soldiers/Cavalry	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Black Eyebrow pencil	no	yes	you supply
Sweets	Maybelline Super Stay 24 Eternal Cherry (200) Other: Ben Nye Magic Color Crème White or Vanity & Glamour Clown White Longwear Cream	Skin tone	yes	Wispies	yes	yes	you supply
Sweet Toffee	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply
Tea	Maybelline Super Stay 24 Eternal Cherry (200)	Skin tone	yes	Wispies	yes	yes	you supply



FOLLOWING IS A LIST OF DANCEWEAR NEEDED FOR EACH ROLE. YOU ARE RESPONSIBLE FOR OBTAINING THESE ITEMS.

Role	Tights	Shoes	Other		
			tards Short Sleeve or Camisole		
Marie	Pink	Black (pink elastic) & Pink	Light colored leotard		
Marie's Friends	Pink	Black Ballet (pink elastic)	Light colored leotard		
Fritz & Friends	Black	Black Ballet			
Women Guests	Black	Black Ballet	Any color leotard		
Maids	Pink	Black Pointe with pink Ribbon	Any color leotard		
Men Guests	Black	Black Ballet or Jazz	White t-shirt		
Drosselmeyer	White	Black Ballet	Black Leotard		
Apprentices .		vas Ballet (shoes sprayed gold by dance allet shoes: Tulip Color Shot Fabric Spray Paint i			
Moor Doll	Red	Black Pointe	Black leotard		
<u>Harlequins</u>	White	White Ballet	Black leotard		
Nutcracker	White	White Ballet			
Mice	Pink	Pink Ballet	Any color leotard		
Little Mice Brigade	Black	Black Ballet	Nude/beige colored leotard		
Soldiers	Pink	Black Ballet	Nude/beige colored leotard		
1st Lieutenant	White	Black Ballet	Nude/beige colored leotard		
Cavalry	Black	Black Ballet	Nude/beige colored leotard		
Battle Scene Dolls	White	Black Ballet (white elastic)	Nude/beige colored leotard		
Sweets	White	White Ballet	Nude/beige colored leotard		
Mother Ginger Kids	Pink	Pink Ballet	Light colored leotard-no sleeves		
Angels	Pink	Pink Ballet	Light colored leotard		
Pralines	Pink	Black Ballet (pink elastic)	Light colored leotard		
Other Pointe Dancers	Pink	Pink Pointe	Pink trunks or nude leotard		
Snow & Flowers	Pink	Pink Pointe	Pink trunks		
Chocolate	Pink	Pink Pointe	Black trunks or bootie shorts		
		Canvas Ballet: Girls-Red**, Boys-Black for ballet shoes: Tulip Color Shot Fabric Spray	Girls-black leotard Paint in Red available at Joann's		
Sweet Toffee	White	White Lace-up Jazz	Light colored leotard		
Cinnamon Sticks	Pink	White Jazz Light colored leota			
Candy Canes	Light Suntan Bodytight	Capezio 658 Caramel or Bloch S0392L/S0390L	Tan		
Coffee	None	None	skin-colored brief & Capezio #3683 bra		
Gum Drops	Light Suntan	Black Ghillies/Hard Shoes	Nude Camisole		

