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WELCOME TO CREW SIGN-UP FOR CHARLIE AND THE CHOCOLATE FACTORY! Please review the information below and on the attached calendar. CREW SCHEDULING INFORMATION HAS CHANGED A BIT THIS YEAR. If you are signing up in-person, you may refer your questions to our sign-up volunteers. Online, you may contact brian@curtaincallinc.com.

Crew Sign-up Procedure and Policy

You must be entering Grade 4 in the 2026/2027 school year, or at oldest be turning 22 after August 15, 2026.

Please fill out the form attached to this letter and let us know any technical experience or other theatre-related experience you may have. (If you have a resume, you may attach it.) All forms will be reviewed by our producers, tech director, and stage managers who will base their decisions on how many crew positions we have available. Crew positions are limited, especially for our Running Crew. If you have any questions, please consult our volunteers at the desk or call 203-329-8207 (x 700).

Our cast and crew list will be posted online at www.curtaincallinc.com by the end of the day May 27, 2026.

The Commitment - There is a \$50 participation fee for all cast and crew (payable after confirmation of your acceptance). *Sibling discounts (of 50% after the 1st child) and scholarships are available. For more information call 203-329-8207 (x700).*

Our production calendar is attached. Please review it carefully and list ANY AND ALL potential conflicts on the back of your sign-up form. Even if you are not sure of details, please list anything you are aware of. If you do NOT have any conflicts, please write, "No conflicts." Curtain Call has a strict attendance policy and any conflicts we are unaware of prior to the start of production can negatively affect the production schedule and even lead to dismissal. **All Running Crew members (or the crew that works the performances) must be available July 27 through August 15.**

A special First Company and Parent Meeting and Postering Day will take place on Saturday, June 6 from 11:00am to 2:00pm. From 11:00am to 11:45am will be an informative meeting with parents, cast, and crew to review the commitment and answer any questions. From 11:45am to 1:15pm, our cast and crew will be sent in teams along with parent volunteer drivers to assigned business areas to ask local businesses if they would support us by displaying a poster, and provide them with our advertising contacts if they are interesting in advertising or sponsorship in our playbill and marketing. Teams will return to Curtain Call for lunch (pizza and salad) from 1:15pm to 2:00pm.

Crew Work Calls: PLEASE REVIEW THIS INFORMATION CAREFULLY, AS OUR CREW WORK DAY SCHEDULING HAS CHANGED THIS YEAR. Our Technical Director Meghan Connolly and her staff will be working throughout the week (Monday to Friday) from 10:00am to 5:00pm, and anyone available during those days and hours, and interested in learning skills in construction, painting, rigging, and other technical areas concerning the ASSEMBLY of our show are welcome. If you ARE able to work weekdays, please list this on your sign-up form. Otherwise, there will be some building/work calls scheduled on select Saturdays between 10:00am to 4:00pm as needed.

Those of you interested in specifically signing-up for our Running Crew (or the crew that runs the show during performances) would need to be available July 27 to 30 from 6:30pm to 9:30pm to attend final run-thrus and begin learning the show.

***PLEASE NOTE: Volunteers under age thirteen will not operate any power tools other than screw guns, nor climb any ladders taller than eight feet.**

Tech and Dress Rehearsals: Saturday, August 1 is a final work and dry tech day (without actors) from 10:00am to about 6:00pm. Sunday, August 2 will be our tech rehearsal with full cast and crew, an all-day rehearsal from 11:00am until 11:00pm. Dinner for the entire company will be provided. Dress rehearsals will be August 3, 4, 5, from 6:00pm to 11:00pm. **All running crew members must attend tech and dress rehearsals.**

Performances: August 6, 7, 8, 12, 13*, 14, 15 at 7:30pm, and August 9 at 2:00pm. August 13 at 7:30pm is a Sensory Friendly Performance preented through a special foundation. **All running crew must attend all performances.**

Tear-Down/Strike: August 16 beginning 10:30am. Cast and crew must attend.

Brian J. Bianco
Curtain Call Education Director
SYT Producer

**2011 Governor's Award for Excellence in Culture and Tourism
2016 ACE Award for Excellence in the Arts**