

THE SCHOOL OF
BALLET
CO.LABORATORY

REMEMBERING THE LITTLE PRINCE CASTING LETTER

March 14, 2019

Dear _____,

Congratulations on your role(s) of _____ in Ballet Co.Laboratory's 2019 production of *Remembering the Little Prince*! Your role(s) is/are part of the _____ scene(s) of the production.

During the months of March, April and May, rehearsals will take place within your scheduled class repertoire time or after your regularly scheduled technique classes. In May there will also be a mandatory **Full Cast Rehearsal**. **Technical Rehearsal** at SteppingStone Theatre will take place Wednesday, May 15, 2019. **Dress Rehearsals** will take place Thursday, May 16, 2019 and Friday, May 17, 2019. **It is imperative that you attend all rehearsals to make this production a success!** Attached you will find the rehearsal schedule for the entire cast of *Remembering the Little Prince*. The rehearsals you are required to attend are highlighted.

Should a student miss more than **two** rehearsals for *Remembering the Little Prince* the student will be unable to participate in the production (exceptions for illness will be made on a case by case basis). If you have a conflict with a rehearsal during repertoire time or during the additional scene, full cast, or technical rehearsal times please indicate that date and time on the **Performance Agreement** due to the Director by **March 30, 2019**. Should any further rehearsal conflicts arise, contact the Director immediately. A **\$45.00 Performance Fee** is due at the same time as the **Performance Agreement**. This fee helps defray to costs for creating/cleaning/repairing/replacing of costumes in BCL's inventory.

The performances of *Remembering the Little Prince* will be:

Saturday, May 18, 2019 at 7:30pm

Sunday, May 19, 2019 at 2:00pm

Thank you for participating in Ballet Co.Laboratory's 2019 production of *Remembering the Little Prince*. We look forward to working with you in rehearsals as we bring this new production to life!

Sincerely,

Zoé Emilie Henrot
Director, Ballet Co.Laboratory
651.313.5967
zhenrot@balletcolaboratory.org

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REMEMBERING THE LITTLE PRINCE REHEARSAL SCHEDULE

Water Droplets – Level 1

Rehearsals will happen during class time on Mondays and Thursdays at the end of class starting the week of March 25, 2019.

Children

March 23, 2019 2:45-3:30pm
March 30, 2019 2:45-3:30pm
April 13, 2019 2:45-3:30pm
April 20, 2019 2:45-3:30pm
April 27, 2019 2:45-3:30pm
May 4, 2019 2:45-3:30pm

Baobabs

March 16, 2019 3:00-4:00pm
March 23, 2019 3:30-4:30pm
March 30, 2019 3:30-4:30pm
April 13, 2019 3:30-4:15pm
April 20, 2019 3:30-4:15pm
April 27, 2019 3:30-4:15pm
May 4, 2019 3:30-4:15pm

Stars

March 16, 2019 3:00-4:00pm
March 23, 2019 3:30-4:30pm
March 30, 2019 3:30-4:30pm
April 13, 2019 3:30-4:15pm
April 20, 2019 3:30-4:15pm
April 27, 2019 3:30-4:15pm
May 4, 2019 3:30-4:15pm

Roses

March 16, 2019 4:00-5:00pm
March 23, 2019 4:30-5:30pm
March 30, 2019 4:30-5:30pm
April 13, 2019 4:15-5:00pm
April 20, 2019 4:15-5:00pm

April 27, 2019 4:15-5:00pm

May 4, 2019 4:15-5:00pm

Eloise's Friends

Tuesdays and Thursdays during Company Rehearsals

Full Cast Rehearsals – Saint Paul Studio

Regularly schedule Saturday classes canceled this day

Saturday, May 11, 2019

Levels 3B, 4 & Company Warm up 10:30-12:00pm

Levels 1, 2 and 3A Warm Up 11:15am-12:00pm

Full Cast Rehearsal 12:00-3:00pm

Technical Rehearsals – SteppingStone

Times/days are approximate and subject to change!

Wednesday, May 15, 2019

Level 3B, 4 & Company 3:45pm-8:30pm

Level 2 & 3A 4:15pm-8:30pm

Level 1 4:30pm-8:30pm

Thursday, May 16, 2019

Level 3B, 4 & Company 3:45pm-8:30pm

Level 2 & 3A 4:15pm-8:30pm

Level 1 4:30pm-8:30pm

Friday, May 17, 2019

Level 3B, 4 & Company 3:45pm-8:30pm

Level 2 & 3B 4:15pm-8:30pm

Level 1 4:30pm-8:30pm

Performances – SteppingStone Theatre

Students will be called to the theater ~2 hours before the performance.

Saturday, May 18, 2019 at 7:30pm

Sunday, May 19, 2019 at 2:00pm

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REMEMBERING THE LITTLE PRINCE PARENT VOLUNTEER LETTER

Dear Ballet Co.Laboratory Parent,

Welcome to Ballet Co.Laboratory's 2019 production of *Remembering the Little Prince*! We could not make the production magical without you and your student! Ballet Co.Laboratory is a non-profit ballet school and company. As such, we could not make any production come to fruition without parent and family volunteers.

At BCL collaboration is at the heart of everything we do - and that includes family engagement during production weeks. What better way to get a sneak peek of all the behind-the-scenes action than by volunteering?! We ask each family to give what they can with their time and talents during performance production weeks. This may vary with each family, but it is our hope to grow a community that values parent involvement. Volunteer jobs range from costume and prop transportation to chaperoning dancers backstage during technical rehearsals and performances.

The Volunteer Spot page for *Remembering the Little Prince* will be available beginning **April 15, 2019**. Please sign up to volunteer before **April 30, 2019**.

Volunteer sign up instructions:

1. Visit the following page on our website <https://www.balletcolaboratory.org/dancewithus/>
2. Click on 'Volunteer Sign Up for Remembering the Little Prince'
3. Enter your information
4. Review volunteer job options available
5. Sign up!

Questions about volunteering? Please contact BCL's Volunteer Coordinator Emily Schmall - 612-384-4345. Thank you so much for being a part of our community here at Ballet Co.Laboratory!

Sincerely,

Zoé Emilie Henrot
Director, Ballet Co.Laboratory
651.313.5967
zhenrot@balletcolaboratory.org

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REMEMBERING THE LITTLE PRINCE PERFORMANCE AGREEMENT

Return to an BCL Director or School Manager by March 30, 2019

I _____ (Student Name) agree to attend all rehearsals for Ballet Co.Laboratory's 2019 production of *Remembering the Little Prince*. I understand that should I miss more the two rehearsals I will be unable to perform.

I _____ (Parent Name) agree to assist my student in attending all rehearsals in a timely manner. And understand that should my student miss more the two rehearsals my student will be unable to perform this May.

Our initials next to the four documents/fees listed below indicate that we have read and understand every document.

_____ **Casting Letter**

_____ **Parent Volunteer Letter**

_____ **Rehearsal Schedule**

_____ **Performance Agreement**

Please attach \$45.00 Performance Fee

Please list any rehearsal conflicts below. Should a student miss more than two rehearsals they will be unable to participate in the 2019 production of *Remembering the Little Prince*.

Rehearsal conflict #1 _____
Date Time Reason for absence

Rehearsal conflict #2 _____
Date Time Reason for absence

Please sign below to indicate you fully understand all that is required to participate in Ballet Co.Laboratory's 2019 production of *Remembering the Little Prince* and agree to uphold this agreement to ensure a successful production.

Student Signature

Parent Signature