

**HAMILTON THEATRE INC**  
 2024-2025 Season  
**Production Team Application Form**



**Applications are to be submitted to [pr@hamiltontheatre.com](mailto:pr@hamiltontheatre.com) by August 19, 2024.**

**Name:**

**Phone Number:**

**Primary E-Mail (please print clearly):**

**Positions of Interest (please select the roles you would like to be considered for):**

25TH ANNUAL PUTNAM COUNTY SPELLING BEE		BIG FISH	
<input type="checkbox"/>	Lead Producer	<input type="checkbox"/>	Lead Producer
<input type="checkbox"/>	Director	<input type="checkbox"/>	Director
<input type="checkbox"/>	Musical Director	<input type="checkbox"/>	Musical Director
<input type="checkbox"/>	Stage Manager	<input type="checkbox"/>	Stage Manager
<input type="checkbox"/>	Choreographer	<input type="checkbox"/>	Choreographer
<input type="checkbox"/>	Props Designer	<input type="checkbox"/>	Props Designer

**Relevant Performing Arts Experience –**

Please attach a resume or CV with relevant experience in the performing arts. (Limit: 2 pages)

**Director Proposal –**

Please attach your proposal for the show. In it, please describe your overall vision for the show, your plan to adapt it to the HTI stage, set ideas and directing style.

**Musical Director Proposal –**

In your proposal, please describe your preferred methods for teaching vocal harmonies, adjusting the music to suit the vocal range of actors and preferred methods for integrating the orchestra with vocalists.

**Choreographer, Stage Manager, Costume and Prop Designer Applicants –**

Please briefly state your interest in the show (Limit: 1 page)

Notes:

- 1) HTI's productions are non-equity and volunteer production.
- 2) Candidates will be invited for an interview before the final selection is made.
- 3) Candidates are encouraged to have a basic knowledge of the show during the interview.
- 4) Choreographer candidates will be asked specific questions concerning their basic artistic vision for the show and situational questions.
- 5) Prop Designer candidates are encouraged to bring in any samples of work or portfolios from previous experience.
- 6) Please read over the show and tech week schedules on page 3

7) Please ensure you have read over the position description for the production team role

**PLEASE READ BEFORE SIGNING**

By signing this form, you are verifying that all information you have submitted is correct and accurate to the best of your knowledge. Signing this form is no guarantee of your admittance to a Production Team. An interview is required, and the selection panel will determine positions within the Production Team. If it is found that you have falsified information, your position will be re-evaluated by the Hamilton Theatre Inc. Board of Directors. The musical requires a commitment to the rehearsal schedules, tech week, and the roles and responsibilities in the Production Team descriptions. Signing this form indicates a commitment to attend all required production meetings and rehearsals on time, barring any special arrangements.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Important Show Dates**

### 25th Annual Putnam County Spelling Bee

Tech Week: February 9th - February 13th, 2025

#### Show Dates

1. Friday, February 14th, 7:00 pm
2. Saturday, February 15th, 2:00 pm
3. Friday, February 21st, 7:00 pm
4. Saturday, February 22nd, 2:00 pm
5. Sunday, February 23rd, 2:00 pm
6. Friday, February 28th, 7:00 pm
7. Saturday, March 1st, 2:00 pm
8. Sunday, March 2nd, 2:00 pm
9. Friday, March 7th, 7:00 pm
10. Saturday, March 8th, 2:00 pm
11. Sunday, March 9th, 2:00 pm

### Big Fish

Tech Week: May 4th - 8th, 2025

#### Show Dates

1. Friday, May 9th, 8:00 pm
2. Saturday, May 10th, 8:00 pm
3. Friday, May 16th, 8:00 pm
4. Saturday, May 17th, 8:00 pm
5. Sunday, May 18th, 2:00 pm
6. Thursday, May 22nd, 8:00 pm
7. Friday, May 23rd, 8:00 pm
8. Saturday, May 24th, 8:00 pm