

The Adding Machine :Performer and Crew information and Contract

Show Summary:*The Adding Machine is a landmark 1923 Expressionist play written by American playwright [Elmer Rice](#). A dehumanized office worker's shocking rebellion launches him into a surreal afterlife that questions identity, purpose, and the machinery of modern existence.*

Time commitment:

Per the requirements set forth by this department, all Theatre Majors are required to audition for this production. Auditions are 08/11/26 and 08/12/26 after school in The Blackbox from 3pm to 6pm. Your time after school is very important to us, and in order to accommodate all after school activities, a schedule of rehearsals has been provided before the process begins. The schedule can be found after the signed return sheet. Please review the schedule to look for any conflicting days or times. Because of the multiple days of rehearsal per week, rehearsals will be held from 3pm to 6pm. Once cast in the show, it is the students responsibility to email the director Mr. Poole , The production stage manager Mrs. Glass, and the student stage managers (Henry Briscoe, Bianca Hernandez, Camya Smith) if they will be late, miss, or must leave a rehearsal early. For this production, every actor will be called to every rehearsal. **Students will only be allowed to miss 2 rehearsals total during this process, miss any more than that and they will be recast.** Understudies and swings may be cast, but there is no guarantee that there will be a need for students cast in those roles to perform them. **Students must be able to make all rehearsals for tech week, any advertising events/photoshoots and all performances.** Any conflicts must be communicated quickly and early.

Cost:

The total is \$70. No payments will be made until the cast list is finalized and a parent communication is sent.

GTC Festival Registration	\$50
T-shirts	\$20 (may change slightly)
Shirts will be ordered through celebri-tees.	

***In addition, there are also costs associated with traveling to state one act competition, (GTC) high school one act competition, THESCON, and possibly national one act competition (SETC). Fundraising opportunities will be available.**

Money will not be due until after a cast list has been made. Travel money will be due according to the travel needs and dates.

Eligibility:

Students must meet the following eligibility requirements:

- A) . **Students must maintain passing grades in all classes with no behavior infractions to remain in their part.** STUDENTS WILL BE REQUIRED TO SHOW THEIR GRADES TO US EVERY TWO-THREE WEEKS. Students will be reminded to go to tutorials and other opportunities in order to remain in their roles.
- B) Students do not have to be in the International Thespian Society to be in the cast or crew, however they will earn points for it/toward it.
- C) All theatre majors are required to audition for the one act competition show, and are highly encouraged to audition for the school musical, even if they cannot commit to the show dates.

***If you plan on being in a show outside of SAA Theatre, participating in a sport, boy or girl scouts, religious activities, ect. Please make a copy of this schedule and bring it to them as a conflict sheet. All cast members are required to be at rehearsals that their character(s) is(are) on the calendar. Again, **Students may only miss 2 rehearsals during the whole process, and must email the director and stage management team if they will miss, leave early or be late.** (We understand extenuating circumstances. Just please communicate).

Parental/Guardian Volunteers

Savannah Arts Academy Theatre Department is grateful for your assistance! If you are not a part of the theatre guild already, please join. Please, if you are interested in being a chaperone or volunteer, become a Beacon certified volunteer through SCCPSS. <https://spwww.sccpss.com/aa/sp/beacon/Pages/default.aspx> Other ways to help include donations of costume pieces, props, and/or building materials. We couldn't do this without your help and support! We will also need help with cast meals on show days.

Schedule: *Subject to Change, but use this to plan

August

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11 One Act Auditions 3-6	12 One Act Auditions 3-6	13	14 Cast list up by 2pm
17	18 Mamma Mia Auditions 3-6	19 Mamma Mia Auditions 3-6	20	21 First Read Through 3-6
24	25 Rehearsal 3-6	26	27 Rehearsal 3-6 Grade Check 1	28

September

Mon	Tues	Wed	Thur	Fri
	1 Rehearsal 3-6	2	3 Rehearsal 3-6	4
7 HOLIDAY	8 Rehearsal 3-6	9	10 Rehearsal 3-6 Grade Check 2	11 Progress Reports Issued!
14	15 OFF BOOK DAY Rehearsal 3-7	16	17 Fashion show Auditions 3-6	18 Fashion Show Auditions 3-6
21 Glass' Birthday!	22 Rehearsal 3-7	23	24 Rehearsal 3-7 Grade Check 3	25
28	29 Rehearsal 3-7 No more calling Line	30		

October

Mon	Tue	Wed	Thur	Fri	Sat
			1 Rehearsal 3-7	2 TECH WEEK 3-9	3 TECH WEEK 12pm-6pm
5 TECH WEEK 3-9	6 TECH WEEK 3-9	7 TECH WEEK 3-9 Report Cards Issued	8 STAFF PLANNING DAY	9 HOLIDAY	10
12 HOLIDAY	13 SHOW DAY!	14 GTC	15 GTC	16 GTC	17 GTC
19	20 *Rehearsal 3-6	21	22 *Rehearsal 3-6	23	24
26	27 *Rehearsal 3-7	28	29 *Rehearsal 3-7 Grade Check 4	30	31

November

Mon	Tues	Wed	Thur	Fri	Sat	GHSA
2	3 REMOTE LEARNING DAY	4	5	6	7 Region Competition Must have taken place by this day.	
9	10 *Rehearsal 3-6 (If we win Region)	11 HOLIDAY	12* Rehearsal 3-6 (If we win Region)	13	14	
16	17 *Rehearsal 3-6 (If we win Region, and championship is 11/21)	18	19* Rehearsal 3-6 (If we win Region, and championship is 11/21)	20	21 State Championship	

Cellphone Policy : Due to the shortened nature of this rehearsal process and the emotional ensemble connection needed, students will be required to utilize the cell phone pouches given to them by the SCCPSS district and will not be allowed the use of their cellphones during the rehearsals. Certain exceptions will be made for the stage management team, and for marketing purposes. Cell phones will be allowed and unlocked on overnight school field trips per the district cell phone policy.

Rehearsal Etiquette: As a theatre artist, there are certain requirements and shows of professionalism that we will be implementing and expectations we will uphold in this process.

- Kindness is mandatory. This is a sacred space, and we are all equally responsible to uphold it.
- Bring a sharpened pencil with an eraser, taking notes and blocking notation effectively.
- Memorization happens at home, not during rehearsal. You must put in the work at home to memorize your lines, blocking, puppetry, and set transitions.
- If you are not being actively used in a scene, you are to be paying attention on the side line silently. Technicians should be working on their jobs, actors should be studying the scene, and if the opportunity arises to be completing homework.

*****Return signed sheet to Mrs. Glass in Room 127*****

Name: _____

Grade: _____ Homeroom: _____

Student:

I, the undersigned, have read the pages of this contract understanding that just because I audition does not mean I am going to be cast in this show. I understand that it is my responsibility to: Communicate Conflicts, show up to rehearsals, learn my lines, do the actor's or technician's work, maintain my grades and behavior. I promise to be a good audience member and member of a team during our show this season.

Signature: _____

Parent:

I have read the pages of this contract understanding that my child will not necessarily be cast just because they audition. I have seen and acknowledged the schedule as it has been presented, and will talk to my child about their ability to participate knowing that the schedule is also subject to change. This is a large time commitment, and conflicts must be communicated quickly. I understand that there is a **70** dollar fee for my child to participate in The Adding Machine presented by Savannah Arts Academy Theatre Department with additional traveling and participation costs based on competitions attended.

Signature: _____

Email Address: _____@_____.com

May we share your email address with the Theatre Guild, our parent booster organization?

☐ Yes

☐ No

Auditions are on 08/11/26 and 08/12/26 Break a leg everyone!

Thank you,

David Poole

Becky Solis

Hannah Glass

Student Stage Manager

David.poole@sccpss.com

Becky.Solis@sccpss.com

Hannah.Glass@sccpss.com

Henry.Briscoe@students.sccpss.com