



SPARE Productions

Membership Contract

General Members

Conduct

All members of SPARE Productions are expected to conduct themselves in a manner that reflects well on the organization. The following specific conduct policies are to be observed at all times during SPARE rehearsals, productions, set builds, auditions, and other activities and functions:

- (1) Abusive language will not be tolerated.
- (2) Harassment and/or bullying of any kind will not be tolerated.
- (3) Use of and/or being under the influence of alcohol and/or illicit drugs will not be tolerated.
- (4) Unless specifically authorized, use of dangerous materials (firearms, explosives, etc.) will not be tolerated.
- (5) Engaging in behavior that has the possibility to endanger your life or the lives of those around you will not be tolerated.
- (6) All participants in SPARE shows are expected to follow the direction provided by the production and creative teams. Participants not following the production and creative teams' direction will be considered insubordinate.
- (7) All SPARE members are expected to be at their scheduled rehearsals, performances, set builds, and other functions. As such, the official SPARE absence policy for required rehearsals, performances, set builds, and other required functions will be as follows:
 - (a) *Unexcused Absences*: Unexcused absences are absences not outlined in the other two categories. They include but are not limited to appointments that can be scheduled at another time, skipping rehearsal because you feel like skipping rehearsal, and social engagements like dinner dates. Unexcused absences will result, at the director and production team's discretion, in the removal of the offending party from the scene(s), song(s), or other material worked on during the missed time. More than three unexcused absences will result in a membership review by the Board of Directors.
 - (b) *Excused Absences*: Excused absences are absences that have been given prior approval by the director and/or rehearsal manager. These include but are not limited to unmovable appointments, conflicts with other performances (this one does not fly for performance week), and unmovable family obligations (this one also does not fly for performance week). For an absence to be considered excused, members must give the director or rehearsal manager at least two rehearsals' notice (a week is preferred). *While there is no specific discipline policy for excused absences, please try to limit your absences. If your grandmother is in town for three weeks, we will no longer take 'I have to see my grandma' as a legitimate excuse.*
 - (c) *Emergency Absences*: Emergency absences are absences that would be considered excused but which happen too close to rehearsal to give notice. They include family emergencies, medical emergencies, and broken cars. *Use your emergency absences judiciously. A paper cut does not count as a medical emergency.*
 - (d) *Lateness*: Missing even part of a rehearsal is detrimental to the show. As such, SPARE's lateness policy mirrors its absence policy. Consistent lateness will be disciplined.
- (8) All SPARE members are expected to bring the required materials to rehearsals, performances, set builds, etc.
- (9) Excessive talking during rehearsals will not be tolerated. Rehearsals are for rehearsing, not socializing.



- (10) All SPARE members are expected to respect all spaces used for SPARE functions.
- (11) While we appreciate the input of all members, the directors should be the ones running rehearsals – not the actors.
- (12) Inappropriate or unprofessional conduct during any SPARE or SPARE-related function or activity will not be tolerated.
- (13) Illegal activity during any SPARE or SPARE-related function or activity will not be tolerated.
- (14) All members are expected to be prepared for all rehearsals and performances. Parts should be learned by the deadline set.

Discipline

The following discipline policy will be adhered to:

Excepting numbers 1, 2, 3, 4, 5, 12, and 14 of the above list, the following policy will be adhered to:

First Offense: A member’s first infraction within a specific production will result in a meeting with the director.

Second Offense: A member’s second infraction within a specific production will result in a meeting with the entire production team. Members under the age of 18 must have a parent present for this meeting.

Third Offense: A member’s third infraction within a specific production will result in a meeting and possible membership review by the Board of Directors. Members under the age of 18 must have a parent present for this meeting and possible review process.

A single violation of any one of numbers 1, 2, 3, 4, 5, 11, and 14 of the above list will result in immediate suspension from the current production and a membership review by the Board of Directors.

I, _____, have read and understand the SPARE Productions membership contract. I agree to abide by the rules and guidelines outlined above and understand that a violation of this contract may result in disciplinary action up to and including a membership review by the Board of Directors. I understand membership reviews can result my removal from the organization. I agree not to hold SPARE Productions liable for any injury occurring before, during, or after any SPARE or SPARE-related function. I understand that SPARE is a theatrical organization, and by auditioning for SPARE I am putting myself at risk for show-related criticism from the directors of SPARE productions. I agree to allow SPARE Productions to use my name, likeness, image, or other form of representation in any promotional or other materials throughout the entirety of the universe and for all of eternity.

Name of Show: _____

Date: _____

Name (Printed) : _____

Date: _____

Signature: _____

Date: _____

Parent or Guardian Signature (if under 18):

Date: _____