

**PRODUCTION STAFF APPLICATION**

Return completed form to: QCMG P.O. Box 307, Moline, IL 61266-0307

Or E-Mail to: [boxoffice@qcmusicguild.com](mailto:boxoffice@qcmusicguild.com)

(The application deadline for summer shows is 9/15 of the preceding year. For the holiday and spring shows, the deadline is six months prior to the performance dates, unless extended by the board of directors)

Name \_\_\_\_\_ Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

**PLEASE INDICATE WHICH POSITION (S) YOU ARE APPLYING FOR:**

Book Director \_\_\_\_\_ Music Director \_\_\_\_\_ Choreographer \_\_\_\_\_

Asst. Book Dir./Stage Manager \_\_\_\_\_ Asst. Music Director \_\_\_\_\_ Costume Designer \_\_\_\_\_

Set Designer \_\_\_\_\_ Lighting Designer \_\_\_\_\_ Sound Designer \_\_\_\_\_ Props Chair \_\_\_\_\_

**WHICH SHOW(S) ARE YOU APPLYING FOR?** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ARE YOU WILLING TO ACCEPT A POSITION ON A DIFFERENT SHOW (S)?** \_\_\_\_\_

**IF YES, WHICH SHOW (S)?** \_\_\_\_\_

**PLEASE PROVIDE A BRIEF SUMMARY OF YOUR DIRECTING AND/OR DESIGNING CONCEPT AND CASTING PROFILE FOR THE SHOW (S) APPLIED FOR (Attach separate sheet if needed)**

**THE QUAD-CITY MUSIC GUILD IS A VOLUNTEER, NOT-FOR-PROFIT COMMUNITY THEATER. PLEASE GIVE A BRIEF SUMMARY OF YOUR THOUGHTS ABOUT COMMUNITY THEATER AND HOW BEST WE CAN SERVE OUR PARTICIPANTS AND PATRONS**

**AS A VOLUNTEER ORGANIZATION, QUAD-CITY MUSIC GUILD IS CONCERNED WITH UTILIZING OUR PARTICIPANTS' TIME WISELY. WHAT IS YOUR ANTICIPATED WEEKLY REHEARSAL SCHEDULE AND TIMES?**

**PLEASE LIST DIRECTING/PRODUCTION/VOLUNTEER EXPERIENCE WITH QUAD-CITY MUSIC GUILD (Attach separate sheet if desired)**

**PLEASE LIST OTHER THEATER DIRECTING/PRODUCTION/VOLUNTEER EXPERIENCE (Attach separate sheet if desired)**

**THE FOLLOWING QUESTION IS FOR BOOK DIRECTOR, ASST. BOOK DIRECTOR, CHOREOGRAPHER, MUSIC DIRECTOR AND ASST. MUSIC DIRECTOR APPLICANTS ONLY:**

**AS A MEMBER OF THE DIRECTING STAFF RESPONSIBLE FOR CASTING DECISIONS FOR THE SHOW, YOU ARE EXPECTED TO BE AVAILABLE FOR: (1) Audition Preview/Tea (Summer shows) (2) All Audition sessions and call-backs (3) The finalized rehearsal schedule for the production (4) Meetings, as required, with the Producer or President.**

**PLEASE LIST ANY KNOWN OR POTENTIAL CONFLICTS:**

**PLEASE LIST REFERENCES.**

**OTHER INFORMATION YOU WOULD LIKE TO SHARE:**

**ACKNOWLEDGEMENT FOR SUMMER SHOW APPLICANTS: I AM AWARE OF, AND ACCEPT QUAD-CITY MUSIC GUILD'S POLICY OF NOT AUDITIONING OR CASTING STAFF MEMBERS OF A SUMMER SHOW FOR THE OTHER TWO SUMMER PRODUCTIONS, WITH THE EXCEPTIONS OF COSTUME/LIGHTING/SOUND/SET DESIGNERS, AND PROPS CHAIR, WHO MAY AUDITION FOR A SUMMER PRODCUTION THAT IS NOT BACK TO BACK WITH THEIR CONTRACTED SHOW: Applicant Initials \_\_\_\_\_**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Received at QCMG by

\_\_\_\_\_  
Date received

rev. 08/16