

**West Side Story**  
**AUDITION FORM**

# \_\_\_\_\_

**AUDITION SONG:** \_\_\_\_\_

**FIRST NAME:** \_\_\_\_\_ **LAST NAME:** \_\_\_\_\_

**PRONOUNS (She/Her, He/Him, They/Them, Ze/Hir, etc.):** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**CITY OF RESIDENCE:** \_\_\_\_\_ (Housing & travel is not provided. By submitting this form you are agreeing to provide your own housing and transportation to and from San Diego, CA for the duration of the contract.)

**\*\*\*If we are unable to cast you, you will be notified by email.**

**PLEASE INDICATE WHICH METHOD IS THE BEST WAY TO GET A HOLD OF YOU (CHECK BOX BELOW):**

- EMAIL
- PHONE

**HEIGHT:** \_\_\_\_\_ **AGE RANGE (TO PLAY):** \_\_\_\_\_ **HAIR COLOR:** \_\_\_\_\_

**VOCAL RANGE (CHECK BOX BELOW):**

- BASS
- TENOR
- ALTO
- SOPRANO
- MEZZO SOPRANO

**CAN YOU READ MUSIC (CHECK BOX BELOW):**

- YES
- NO

**THEATRICAL EXPERIENCE:** List relevant music (include choral), dance or acting experience—especially within the last 5 years. Please attach a current resume and headshot (preferred formats pdf, jpg, png).

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**WHICH ROLE(S) ARE YOU INTERESTED IN PLAYING (PLEASE WRITE BELOW)?**

**ARE YOU WILLING TO EXCEPT ANY ROLE? (CHECK BOX BELOW):**

- YES  
 NO

**Any Allergies to food, fabrics, substances (TIDE, perfumes, makeup products, etc.). Please list below:**

**Schedule Commitment** (Your availability for all rehearsal dates will be assumed and expected unless you list the date as a conflict below. Absence at a rehearsal not listed below is considered unexcused. Unexcused absences may result in your dismissal from the cast):

**Rehearsals:**

July 5th - August 5th (5:30pm-9:30pm; Sundays off)

**Tech Rehearsals:**

August 12th - August 13th (12:00pm - 9:00pm)

August 14th - August 16th (12:00pm - 9:00pm)

**Performance Dates:**

Preview: August 17th (6:00pm - 10:00pm)

August 18th-27th (6:00pm - 10:00pm)

**List any conflicts that might conflict with the rehearsal and/or performances schedule (specific dates and times, please):**

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# \_\_\_\_\_

Are you willing to change your hair color and/or cut your hair for your role? (CHECK BOX BELOW):

- YES  
 NO

If you have facial hair are you willing to shave it, if cast?

- YES  
 NO

**ALL: If there is anything you'd like us to know about your being in this production please note here; everything is completely confidential (i.e. disabilities, invisible disabilities, or any other conditions that we as a company need to be aware of):**

## Please read the following statement carefully and then sign below!

If I accept a role in *West Side Story* I will make myself available and be on time for all scheduled rehearsals and performances, and all other commitments listed in the Schedule Commitment section of this form. I have listed all known or anticipated schedule conflicts on this form. I will not be absent unless I have been given prior approval for absence by the Team. I grant permission for Teatro San Diego, to use my photograph, likeness, video recordings, and/or personal statements to publicize the activities of *West Side Story* without compensation. I understand that I rehearse and perform at my own risk.

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## EQUAL OPPORTUNITY POLICY:

It is the policy of Teatro San Diego (Teatro) that auditions be conducted consistent with Teatro's Mission Statement and that:

*Teatro exists to further the founding social activists and artists' vision of bringing to life the multi-cultural spirit of San Diego through world-class visual and performing arts. To create an extended community by bringing together its many isolated and under-served communities in order to raise their visibility. By building facilities in southern San Diego and putting on grand professional productions across the globe, Teatro San Diego aims to provide arts education for all people while celebrating and maintaining San Diego's rich cultural heritage.*

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All persons are given an equal opportunity to audition for all parts in all productions. Teatro is 100% committed to fairness and equal opportunity. To protect the integrity of each team and Teatro as an organization, the following steps are in place to ensure that every auditioning actor is treated as fairly and as equally as possible:

- Teatro's Executive Director sits in on all auditions as well as deliberation and selection meetings to verify objectivity and fairness.
- The Executive Director, Artistic Director, Music Director and Choreographer make final casting decisions, no matter how many other people are on a given Artistic Team.
- A Co-Production Manager also observes and helps facilitate the process to make sure that all options and variables are considered.

**AUDITION & CALLBACK PROCEDURE:**

- Everyone who auditions will be required to complete the following forms in the audition packet:
  - o Audition form (complete and sign form)\*
  - o This "Teatro Audition Policies, Procedures and Rights" (complete and sign form)\*
- Auditions are closed
- Deliberations by the casting team will be kept confidential.
- If a key role cannot be cast from initial auditions, a special audition may be held for that role or roles only.
- The Artistic Team is unable to offer feedback on auditions

**NOTIFICATION / ACCEPTANCE PROCEDURE:**

- No one shall be notified of casting until all auditions are completed.
- ALL actors will be notified in a timely manner once the production has been cast. It is suggested that notification be issued within a week after final auditions and callbacks (if any).
- Once an actor is offered a role, confirmation of acceptance or rejection of that role must be made in a timely manner. Actors are required to note on their audition forms any roles that they are not willing to accept in order to avoid a team spending hours considering someone for a role they won't take. However, in the rare case that someone wants time to "think about it" even though they said they would accept the role they have been offered, it is suggested that the actor be given no longer than one hour from the initial phone call. Casting includes selection of and acceptance by the actor.
- On the audition form, it is suggested that an approximate time be listed when casting calls are to be made and there be space on the form for alternative contact phone numbers in case the actor is at another location and unavailable at their home/work numbers during this time frame.
- Auditionees that are not selected for the cast will be sent an email.

**FEEDBACK PROCESS:**

Any issue or complaint in this audition/casting process should be directed to Teatro's Executive Director, Julio Catano, at [julio@teatrosandiego.org](mailto:julio@teatrosandiego.org)

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# \_\_\_\_\_

Your signature on this form indicates that you have read and understand the policies, procedures and guidelines of both sides of this document.

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**CONTACT INFORMATION:**

For any questions of concerns regarding the audition process or regarding the show feel free to contact the Co-Production Manager, Kevin 'Blax' Burroughs:

Email: [blax.burroughs@teatrosandiego.org](mailto:blax.burroughs@teatrosandiego.org)

Phone: (619) 321-8624

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