NUTCRACKER!
MAGIC OF CHRISTMAS BALLET

CHILDREN'S COSTUME FITTING PROCESS

The below guide is designed to make fittings quick and accurate. It is imperative that Dress Rehearsal Volunteers help to keep children as quiet as possible. It is an exciting time, but the kids must cooperate if they want their costumes fitted in time. Please help them understand the process!

FITTING PROCESS:

1. Each Dress Rehearsal Volunteer (DRV) should bring a roll of masking tape and Sharpie marker as they will identify costumes with children's names on the coat hangers of the costumes.

2. Children should arrive on time and go directly to their assigned group to wait for their group to be called to get their costumes.

3. Children must line up from smallest to tallest sizes in their respective role groups, as that is the way the costumes are arranged – no exceptions.

4. When a child receives his/her costume the DRV puts the child's name on masking tape on that costume's hanger.

5. The child is now RESPONSIBLE for her own hanger and costume. The costume must BE RETURNED to NUTCRACKER! Magic of Christmas Ballet on the same hanger it was received on at the end of the night.

6. If there is double casting there will be two names on the matching costume hanger.

7. Children are responsible for ALL costume pieces, and they must all be returned before anyone leaves at the end of the night.

8. No dancer leaves the fitting area with costumes or accessories on, as someone is bound to leave her headpiece in the bathroom never to be found again. Unfortunately, we can't go to the next city without all our costumes, so PLEASE help us.

NO ONE LEAVES THE THEATRE UNTIL ALL COSTUMES AND ACCESSORIES ARE COUNTED AND ARE BACK IN THE GONDOLAS ACCORDING TO SIZES.

THANK YOU FOR YOUR CO-OPERATION.

If you have any questions regarding this memo, please feel free to email or call Alex Ludwig: 800-320-1733 or alex@nutcracker.com.

27 E. Housatonic Street, Pittsfield, MA 01201 **Phone:** (413) 499-1733 • (800) 320-1733 **Fax:** (413) 499-3820