|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **act2studioWORKS Backstage and Tech Credits Log**  List each credit and have the department head or production manager initial it. Once you’ve accumulated 6, have a Production Chair sign off. Please bring your completed passport to auditions.  **You must acquire credits in each of category A, B & C.** The “D” category may replace A, B or C.  A. Front of House/Concessions crew – (1 job = 1 credit) **3 credits needed**  B. Backstage, Props or Costume Crew / Technical Asst. / Sound – (1 job = 1 credit) **2 credits needed**  C. Stage or Production Manager / Head of Props or Costumes / FOH Head –**1 credit needed**  D. Other – in lieu of any of the above, to be pre-approved by Artistic Director or Production Chair   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **TYPE & YOUR TITLE**  (A, B, C, D as above) | **DATE Completed** | **NAME OF SHOW/EVENT** | **SIGN OFF**  Head of Dept/PM |  | | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | |

Congratulations! You’ve achieved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your BackStage & Tech Credits! Production Committee Chair Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BACKSTAGE & TECH CREDITS CATEGORIES

*Below are some duties involved in each category. Mentoring will be provided.*

**A. Front of House/Concessions:**

Box office, tidying up seating area, ushering, setting up/selling refreshments

**B. Backstage Crew/Technical Asst/Sound:**

set building, props making & acquiring, painting, sewing, stage crew, dressing actors, program, assisting as needed

**C. Stage or Production Manager** *(includes assistant SM & PM)***; Head of Props, Costume, or Front of House/Concessions:**

Organizing & overseeing these departments. These assume an activity which takes place over at least 3 weeks.

**D. Other:** an activity contributing to the production but not fitting the categories above.

Eg. Poster design, computer work



MY

BACKSTAGE AND

TECHNICAL CREDITS

PASSPORT

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_