SAMPLE AUDITION NOTICE

Dear Guardians,

The audition for the Missoula Children's Theatre production of [SHOW] will be held on [DATE AND TIME] at [AUDITION LOCATION]. There are roles for those students [INSERT Kindergarten during the SCHOOL-YEAR TOUR *OR* entering 1st grade during the SUMMER TOUR] through [INSERT YOUR HIGHEST GRADE LEVEL – REMEMBER, THIS MUST BE AT LEAST 5TH GRADE]. Approximately 50-60 local students will be cast to appear in the show. Up to 4 students will be cast as Assistant Directors. There is no guarantee that everyone who auditions will be cast in the play. Students wishing to audition must arrive by the scheduled starting time and stay for the entire two-hour session. The first rehearsal begins approximately 15-minutes after the audition.

This is a group audition–no advance preparation is necessary. Students should just be ready to come and have a good time!

Rehearsals will be conducted every day from [TIME] to [TIME] at [REHEARSAL SPACE #1] and [REHEARSAL SPACE #2] in the [LOCATION]. Although not all cast members will be needed at every session, those auditioning must have a clear schedule for the entire week and if selected, be able to attend all rehearsals required for their role and be available for all scheduled performances. A detailed rehearsal schedule will be distributed at the conclusion of the audition. Cast members scheduled for the full 4 hours and 15 minutes will be asked to bring a sack lunch, dinner or snack to be eaten during the 15-minute break between sessions.

The performances will be held on [DATE] at [TIMES] and will be presented at [PERFORMANCE LOCATION].

The Missoula Children's Theatre is a non-profit organization based in Missoula, Montana. This coming year more than 65,000 cast members across the globe will take to the stage to the delight and applause of their families, friends, community, neighbors and teachers! The residency in [YOUR TOWN] is made possible by [SPONSORING ORGANIZATION] with help from [ADDITIONAL FUNDING SOURCES].

For any questions please contact [Local Presenting Organization].

You can insert your show graphic here! It can be found in the “SHOW SPECIFIC” section.



*Please remember to include in all press releases, flyers, etc.*

*that everyone who auditions is not guaranteed a part in the show unless pre-registration is followed within our guidelines!*