



ST. THOMAS THE APOSTLE THEATRE ARTS PROGRAM (TAP)

Aladdin, Jr. Parent Information Packet

January, 2018

Dear Parents:

Throughout the next several weeks, there are many things that go into the final organization and production of the Aladdin, Jr performance. The information below will help you keep on track with payments, due dates, etc. We're also hoping it will help to spread out some of the expenses. Each page in this packet contains an order form or information sheet for each item that is due. If you are in need of a form, all documents will be located on the website under our Theatre Arts Program tab.

We will offer RESERVED ticket seating for our families as an advance purchase via an Eventbrite link. Each family may purchase up to 6 tickets in advance for assigned seating for each performance (there are 3 performances). We will email all our families with an online link in advance. Online ticket sales will open on February 4th at 8:00am for our TAP families. Tickets will be offered to the public on Monday, February 5th. Tickets will be on sale at the door, only if available, the night of the show as general admission. We will also offer ad space for you to print a special message to your children in our program.

We are looking for business sponsorships of our production. In order to give our students the entire experience of a production including sound, stage and lighting packages, we look to our community businesses for support in the rental of this equipment. All sponsors will be prominently displayed during our production. Please consider asking local businesses that you frequent for their sponsorship using the attached form.

Thanks for your cooperation and understanding as we head into our inaugural production season!! Let us know if you have any questions or concerns.

Parent Check Off List and Due Dates:

- ___ **Costume Order (\$10 for cast; \$20 for dancers): Due January 16th**
- ___ **Ticket Orders: Open February 4th** (an email with link will go out to families on the night before tickets open to TAP Families)
- ___ **Ad Book/Playbill: Due February 12th**
1/4 page- \$10 1/2 page- \$20, full page \$40
- ___ **Cast Party: Due February 25th**
\$3 per student, \$10 max per family
- ___ **Business Sponsorships & Advertising: Due by February 12th**

PLAYBILL MESSAGES

Print a personal message and include a message congratulating your little star or crew member in the Aladdin, Jr. program!

¼ Page Ad - \$10.

½ Page Ad - \$20.

Full Page Ad - \$40. (5" wide x 8" deep)

Ad Book Process

Submit your ad book payment to TAP on or before the due date (February 12th). You may submit payment online via Paypal (see link on STA TAP website). Pictures should be submitted to the TAP email account at: TAP@staglenmills.org. Please make sure photos are in .jpg format.

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Purchaser Name: _____

Cast Member Name(s): _____

Email: _____

AD Size (circle):	¼ page- \$10	½ page- \$20	Full page- \$40
(Roughly)	2.5"x3.75"	5" x 3.75"	5" x 8"

Please write message here: _____

Payment via Paypal _____

Picture Y/N: _____

CAST & CREW PARTY

Following the closing performance of our production, we will take the time to throw a party for our cast & crew members and their families. The show takes a lot of hard work and dedication from not only the cast & crew but their families as well. The party is an awesome way to celebrate the production with family. Fill out this sheet and return by **February 25th**. Cash or checks may be made out to St Thomas the Apostle School and in the memo section "cast party". The price per student (or family) includes pizza, soda and dessert.

Sunday, March 4th directly following the performance in the Old Gym

Price: \$3/person or \$10/family

Due: February 25th



Family Last Name: _____

of people: _____ x \$3.00= \$_____

(or)

Family (please indicate # in family: _____)
x\$10.00=\$_____

Check # _____ or cash _____

