



Welcome to the 2019|2020 Performance Season

Dear Dancers and Parents,

Thank you for auditioning for Princeton Youth Ballet's 2019|2020 performance season!

Please read all of the registration information carefully, review our company policy and bring this completed packet to the audition.

Auditions/Casting

One company audition will be held on **September 28th** for the performance season.

- **DANCERS MUST SIGN UP TO AUDITION.** (A sign-up link will be emailed and posted during the weeks prior to the audition.)
- A parent must accompany each dancer on audition day. Parents of first-time participants must attend a parent meeting during the audition.
- First-time participants ages 14-20 must take an assessment class on September 28th at 11:30 AM.
- Casting for *The Nutcracker* will be posted by **October 1, 2019**.
- Casting for *The Secret Garden* will be posted by **February 10, 2020**.

Performances will be at the Princeton High School Performing Arts Center on **Saturday and Sunday:**

- ***The Nutcracker*** on **December 7th at 4:00 PM and December 8th at 12:00 PM (relaxed performance) and 4:00 PM.**
- ***The Secret Garden*** on **May 2nd at 4:00 PM and May 3rd at 4:00 PM.**
- Technical rehearsal will be held at the theater on the Friday evening prior to each performance. Dancers are required to attend this rehearsal.
- In-theater dress rehearsals will be held on the day of Saturday performances.
- In-studio dress rehearsals will be held 1-2 weeks before performances.

Registration Fees are payable by check, cash or credit card. (**Note: Check or cash is strongly preferred to keep our expenses down.**) The fee includes rehearsal instruction, coaching, one PYB season t-shirt per dancer, and a video download of each production. Fees are only refundable if a dancer is not cast; they are not refundable if a dancer declines to participate after casting is posted.

- **Payments:** Dancers auditioning for the full performance season (2 productions) will have the option of paying 50% of the registration fee at the time of the audition, with the balance paid with a post-dated check on **February 1, 2020** (checks must be **provided at the time of the audition.**) The registration fee is discounted for those paying the full amount at the time of the audition.
- **Scholarships:** Need-based full and partial scholarships are available; please e-mail info@princetonyouthballet.org for more information.

Rehearsals

Not all dancers will be called to all rehearsals, however dancers are **REQUIRED** to attend the rehearsals they are called for, with no exceptions. (Please read Rehearsal Policies carefully). Absences will be excused **ONLY** in the case of the death of an immediate family member (including grandparents) or the hospitalization of the dancer. No dancer may leave rehearsal early without prior approval by the artistic staff. Approximate hours of commitment per weekend:

- **Older dancers** should expect to rehearse approximately 4-10 hours/weekend
- **Youngest dancers** will rehearse approximately 1-2 hours/weekend until we get closer to the performance.

Rehearsals for *The Nutcracker* begin **Friday, October 4th**. The rehearsal periods are scheduled as follows (dancers need only attend during the specific times they are called to rehearse, and not for the entire rehearsal period).

- Fridays from 6:30 to 8:30 PM (ONLY intermediate/advanced pointe dancers and boys age 14+ [PDT Level 5 and CP])
- Saturdays from 2:00 to 6:30 PM
- Sundays from 11:00 AM to 4:00 PM
- There **will** be rehearsals over teacher convention weekend in November (November 8-10)
- **Thanksgiving weekend** falls just one week ahead of the performances, therefore rehearsals will be held on **Saturday and Sunday (November 30th and December 1st)**

Intermediate and advanced dancers in *The Secret Garden* will be called to a casting session on **Saturday, February 8th**, times TBD. Rehearsals for *The Secret Garden* begin **Saturday, February 15th**.

- Fridays from 6:30 to 8:30 PM (ONLY intermediate/advanced pointe dancers and boys age 14+ [PDT Level 5 and CP])
- Saturdays from 2:00 to 6:30 PM
- Sundays from 11:00 AM to 4:00 PM
- No rehearsals on **Spring Break weekend** (April 10th, 11th and 12th, however older dancers may be called [if available] on Saturday, April 11th.)

Rehearsal Policies

- **ALL REHEARSALS ARE MANDATORY.** Dancers are **REQUIRED** to be available for and to attend **every** rehearsal for which their roles are scheduled, with **no exceptions**. **Any dancer who misses a rehearsal under this policy will be removed from the production without a refund of fees.** Dancers who are removed may be reassigned as alternates at the discretion of the Artistic Director (see Alternates, below).
 - Absence due to illness will be considered a violation of the no-miss policy.
 - Dancers who are injured or mildly ill should attend rehearsals but 'mark' or observe.
- The **rehearsal schedule** for the upcoming weekend is posted every **Monday evening** on the PYB website (www.princetonyouthballet.org) under Your Documents. A weekly email will link to the schedule. **Please include your email address on the registration form.**
- Rehearsals start promptly at the time scheduled. **Dancers should be in the designated studio and ready to dance no later than the start time of the rehearsal. Even one minute late is not acceptable.**
- If there is a change in the rehearsal schedule mid-week due to inclement weather or other unforeseen circumstance, the change will appear on the website and an e-mail will be sent.
- If a dancer is unable to attend a studio rehearsal, please call (609) 583-0605 and leave a voicemail, or email talinyb@gmail.com. If a dancer is unable to attend a stage rehearsal, please call or text the emergency contact number provided in the Performance Handbook. Remember, all rehearsals are mandatory. Absence will result in forfeiture of role(s) without a refund of fees.

Where to find Schedules and Documents

- Company forms, schedules, and documents can be found on the website, including casting and rehearsal schedules, and can only be viewed by dancers and their parents. Please be sure to provide the email address that you will be using to log in to the site on the registration form so that this email address will be added to the Company list.
- An initial email with a link to the cast list will be sent within one week of the audition. **If you do not receive this email, please email info@princetonyouthballet.org.**

Alternates

- If a dancer is unable to commit to the no-miss policy but would still like to attend rehearsals and potentially participate in the production, he/she may audition for a position as an alternate at the discretion of the Artistic Director. Alternates may have the opportunity to perform if necessary (for example, if the dancer originally cast in a role is unable to perform), or may assist with the production as part of the backstage crew if they are not needed for a performance.

Volunteering is required from **every** family during the production period and during the performance weekend.

- Theater rental, costumes, backdrops, props, and the hiring of technical crew are expensive. In order to ensure that PYB will be able to afford high-quality productions, **PYB families are expected to volunteer** their time and effort before and during the production. Families are asked to solicit businesses for ads for the program, contribute gift items to be sold during the performances, donate items for our raffle baskets, and participate in one or more of the committee activities listed on the **Parent Volunteer Form** in this packet. Parent volunteers must sign up for volunteer positions at a sign-up table during registration. Although one parent per family may have to spend one full show "working," every parent will be able to enjoy at least one performance from the audience.
- Families may choose to pay a \$100 opt-out fee (per performance) in lieu of volunteering.

Technology

- **PHOTO POLICY: The taking of photos or videos is strictly prohibited in the dressing rooms, in the immediate backstage area, in the wings, from the audience, or onstage, except by designated PYB Staff.**
- PYB video downloads are for personal use only.
- Reproduction or sharing of PYB videos or video clips must be approved by the Artistic Director. Allowable usage includes college or professional auditions, scholarship applications, etc.
- The use of cell phones during rehearsals and performances is not permitted in the studio, in the wings, or in the immediate backstage area except by PYB Staff.

Costume Handling Guidelines

- Costumes are the property of PYB and must be handled with care.
- All costumes must be properly hung on designated hangers when not in use.
- Costumes and headpieces may not be left on the floor
- Costumes may not be worn while eating or applying make-up.

Frequently Asked Questions

What is Princeton Youth Ballet?

Princeton Youth Ballet (PYB), formerly DanceVision, is a not-for-profit corporation (501(c)(3)) founded in 2005 by Susan Jaffe and Artistic Director Risa Kaplowitz. PYB's mission is to give talented young dancers the opportunity to perform in professional-level productions, and to invite the community to fall in love with classical ballet. Performances include two full-length ballets each year with opportunities for additional performances and outreach.

What is the relationship between PDT and PYB?

Princeton Dance and Theater Studio and PYB are financially separate organizations that share one artistic soul. PDT provides exceptional and compassionate ballet training within a culture of high expectations. PYB provides young dancers with the professional-quality performance experiences needed to help young artists grow. PDT donates studio space to PYB for rehearsals, and Risa Kaplowitz, the owner/director of PDT, serves as the Artistic Director of Princeton Youth Ballet. Many PYB company members are students at PDT, but auditions are open to the public and trained dancers from other schools are welcomed. Please be sure to direct PYB inquiries to info@princetonyouthballet.org.

How much ballet experience is needed to perform with PYB?

Younger dancers should have at least 2 years of ballet training. A basic knowledge of ballet vocabulary is necessary. Older dancers who would like to perform on pointe are expected to have at least 2 years of pointe training. Serious advanced dancers 14 and older who are not PDT students and would like to audition for roles performed on pointe are asked to take an assessment class **prior to** the scheduled audition. An assessment class will be held on **Saturday, September 28th at 11:30 AM**. Please e-mail info@princetonyouthballet.org to register for the assessment class or for more information.



2019|2020 Performance Season Calendar

*Friday rehearsals will ONLY involve intermediate / advanced pointe dancers and boys age 14+ [PDT Level 5 and CP]

Saturday September 28	Company auditions
Friday October 4	<i>The Nutcracker</i> rehearsals begin
Sat/Sun, October (4), 5 & 6	Rehearsal #1
(Fri) Sat/Sun October (11), 12 & 13	Rehearsal #2
(Fri) Sat/Sun October (18), 19 & 20	Rehearsal #3
(Fri) Sat/Sun October (25), 26 & 27	Rehearsal #4
(Fri) Sat/Sun November (1), 2 & 3	Rehearsal #5
(Fri) Sat/Sun November (8), 9 & 10	Rehearsal #6 (NJTC Weekend)
(Fri) Sat/Sun November (15), 16 & 17	Rehearsal #7
(Fri) Sat/Sun November (22), 23 & 24	Rehearsal #8
Saturday November 23	1st Dress Rehearsal (in studio)
Sat/Sun November 30 & December 1	Rehearsal #9 (Thanksgiving weekend)
Sunday November 30	(2nd Dress Rehearsal as needed)
Friday December 6	Technical rehearsal at Princeton High School (PHS)
Saturday December 7	Dress rehearsal & performance at PHS
Sunday December 8	Two performances at PHS



2019|2020 Performance Season Calendar

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Saturday February 8	Casting Session for intermediate and advanced dancers ages 12+
Saturday February 15	<i>The Secret Garden</i> rehearsals begin
Sat/Sun February 15 & 16	Rehearsal #1
(Fri) Sat/Sun February (21), 22 & 23	Rehearsal #2
(Fri) Sat/Sun February (28), 29 & March 1	Rehearsal #3
(Fri) Sat/Sun March (6), 7 & 8	Rehearsal #4
(Fri) Sat/Sun March (13), 14 & 15	Rehearsal #5
(Fri) Sat/Sun March (20), 21 & 22	Rehearsal #6
(Fri) Sat/Sun (March 27), 28 & 29	Rehearsal #7
(Fri) Sat/Sun April (3), 4 & 5	Rehearsal #8
(Fri) Sat/Sun April (10), 11 & 12	PDT Spring Break (optional rehearsal for older dancers on Sat, April 11)
(Fri) Sat April (17), 18 & 19	Rehearsal #9
Saturday April 18	1st Dress Rehearsal (in studio)
(Fri) Sat/Sun April (24), 25 & 26	Rehearsal #10
Saturday April 25	(2nd Dress Rehearsal as needed)
Friday May 1	Technical rehearsal at Princeton High School (PHS)
Saturday May 2	Dress rehearsal and performance at PHS
Sunday May 3	Performance at PHS



**COMPANY NO-MISS POLICY
PARENT/DANCER COPY**

(*Please review carefully and sign*)

Dancers will be **REQUIRED** to be available for and to attend **every** rehearsal, for which their roles are scheduled, with **no exceptions**. This policy is intended to benefit the dancers themselves, their peers, and the Artistic Director and staff. With all dancers present to learn choreography and practice staging, the rehearsal period will be condensed and dancers will have a reduced weekend commitment.

ALTERNATES: If a dancer is unable to commit to the no-miss policy but would still like to attend rehearsals and participate in the production, he/she may audition for a position as an alternate at the discretion of the Artistic Director. Alternates may have the opportunity to perform if necessary (for example, if the dancer originally cast in a role is unable to perform), or may assist the artistic staff or with the production as part of the backstage crew if they are not needed for a performance.

PERFORMANCES will be at the Princeton High School Performing Arts Center
***The Nutcracker* on December 7th (4:00) and 8th (12:00 & 4:00)**
***The Secret Garden* on May 2nd (4:00) and 3rd (4:00)**

- Technical rehearsal will be held at the theater on the Friday evening prior to each performance weekend
- In-theater dress rehearsal will be held on the day of Saturday performances
- In-studio dress rehearsal will be held 1-2 weeks before performances

Rehearsals for *The Nutcracker* begin Friday, October 4th.

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- **Thanksgiving weekend**, rehearsals will be held on **Saturday and Sunday only (November 30th and December 1st)**

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.....
Any dancer who misses a rehearsal under this policy will be removed from the production without a refund. Dancers may be reassigned as alternates at the discretion of the Artistic Director.
I have read and will adhere to the no-miss policy.

Dancer Signature

Parent Signature



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Parent Signature



Dancer Information Form*

***Dancers must specify whether they are auditioning for both ballets, or for either *The Nutcracker* or *The Secret Garden* only. Dancers who choose the full commitment will be cast in one or both ballets at the Artistic Director’s discretion. Older dancers in *The Secret Garden* must attend a casting session on Saturday, February 8th. If a dancer chooses the full commitment but is cast in only one ballet, the difference in registration fees will be refunded.**

Family Name

Dancer Age Both Productions Nutcracker Only Secret Garden Only

Dancer Age Both Productions Nutcracker Only Secret Garden Only

Dancer Age Both Productions Nutcracker Only Secret Garden Only

Dancer Age Both Productions Nutcracker Only Secret Garden Only

Parent/Guardian Name Preferred email address for all communication

Additional email addresses (please include dancer email, if applicable)

Home address

Parent Home Parent Cell(s) Dancer cell (if applicable)



Credit Card Authorization Form

Name on card: _____

Card Type: Visa Mastercard

Account Number: _____

Expiration Date: _____ Security Code: _____

Billing Address: _____

City, State, Zip: _____

Phone Number: _____

Family/Dancer Name(s) _____

Total Amount Due: \$ _____

Payment Installments? Yes

If yes, amount/installment \$ _____

By signing this form, you authorize Princeton Youth Ballet to charge your credit card the total amount due. If one installment, charges will be made on September 28, 2019. If 2 installments, charges will be made on September 28, 2019 and February 1, 2020.

Signed: _____ Date: _____



Parent Volunteer Form

Please fill out the fields below - include contact information for each family volunteer if more than one parent/guardian is volunteering.

Volunteer(s) Name _____
Dancer(s) Name & Age(s) _____
Email Address(es) _____
Home Phone(s) _____ **Cell Phone(s)** _____

- Volunteer positions will be assigned based on your indications below.
- A board member will contact you with your volunteer assignment.
- You may be required to volunteer before, during, and after a full performance, but everyone will be able to watch at least one performance from the audience.
- Everyone is obligated to stay for 20 minutes following the Sunday performance to help with strike. One family member will be assigned an area to clean up. We appreciate your help!

Volunteer Jobs	Time requirements	Day/Initials
Backstage Helper Older Dancers (ages 13+) <ul style="list-style-type: none"> • Quick changes • Props • Minor sewing skills – during the show 	Availability during one of the dress rehearsals (1-2 weeks before the show) & on one show day; (please initial next to your preferred day in the next column)	Saturday _____ Sunday _____
Backstage Helper Younger Dancers (ages 6-12) <ul style="list-style-type: none"> • Supervise Green Room • Cues (help dancers get to stage on time) 	Availability during one of the dress rehearsals (1-2 weeks before the show) and on one show day; (please initial next to your preferred day in the next column)	Saturday _____ Sunday _____
Costume Helper <ul style="list-style-type: none"> • Sewing • Alterations • Stone gluing • Steaming • Organizing costumes/props backstage 	Throughout the production period	Initials _____
Load In Team Nutcracker: Thursday - Friday December 5 th & December 6 th Secret Garden: Thursday - Friday April 30 th & May 1 st	Start time about 3 pm on indicated dates. Task time depends on the number of volunteers. Some lifting involved.	Initials _____
Load Out Team Nutcracker: Sunday, December 8 th Secret Garden: Sunday, May 3 rd	Availability after the Sunday show. Task time depends on the number of volunteers. Some lifting involved.	Initials _____
Raffle Baskets Set-up/Coordinator Coordinate and assemble donated items into attractive raffle baskets	Main work occurs during the final week before the performance.	Initials _____
Usher Hand out programs Help guide patrons to the correct entry doors for seating Ensure no re-entry into to the theater once doors are closed	Before, during, and after show; (please initial next to your preferred day in the next column)	Saturday _____ Sunday _____

Volunteer Jobs, cont.	Time requirements	Day/Initials
Boutique/Concessions Sales Set up the display of various items for sale Conduct sales Replenish displays as sales are made	Before show and during intermission (please initial next to your preferred day in the next column)	Saturday _____ Sunday _____
Hall Monitor Sign dancers in and out Monitor front hallway	Before, during, and after show; (please initial next to your preferred day in the next column)	Saturday _____ Sunday _____

Release and Waiver of Liability and Indemnity Agreement
(Read Carefully Before Signing)

In consideration of being permitted to participate in any way in the Dance Program indicated below and/or being permitted to enter for any purpose any restricted area (herein defined as any area where in admittance to the general public is prohibited), the parent(s) and/or legal guardian(s) of the minor participant named below agree(s):

1. The parent(s) and/or legal guardian(s) will instruct the minor participant that prior to participating in the below dance activity or event, he or she should inspect the facilities and equipment to be used, and if he or she believes anything is unsafe, the parent(s) and/or legal guardian(s) of the minor participant should immediately advise the instructor/PYB parent volunteer of such condition and refuse to participate. The participant (dancer) understands and agrees that, if at any time, the participant feels anything to be unsafe; the participant dancer will immediately take all precautions to avoid the unsafe area and refuse to participate further until the issue is resolved by a PYB staff person.
2. I/WE fully understand and acknowledge that:
 - a) There are risks and dangers associated with participating in dance events and activities, which could result in bodily injury, partial and/or total disability, paralysis and death.
 - b) The social and economic losses and/or damages, which could result from these risks and dangers described above, could be severe.
 - c) These risks and dangers may be caused by the action, inaction or negligence of the participant or the action, inaction or negligence of others, including, but not limited to, the Releases named below.
 - d) There may be other risks not known to us or that are not reasonably foreseeable at this time.
3. I/WE accept and assume such risks and responsibility for the losses and/or damages following such injury, disability, paralysis or death, however caused and whether caused in whole or part by the negligence of the Releasees named below.
4. I/WE HEREBY RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE either PYB or the dance facility used by the participant, including its owners, managers, directors, board members, promoters, lessees of the premises used to conduct the dance events or program, premises and event inspectors, underwriters, consultants and others who gave recommendations, directions, or instructions to engage in risk evaluation or loss control activities regarding the dance facility or events held at such a facility and each of them, their directors, officers, agents, employees, all for the purposes herein referred to as "Releasee," FROM ALL LIABILITY TO THE UNDERSIGNED, my/our personal representatives, assigns, executors, heirs and next of kin for ANY AND ALL CLAIMS, DEMANDS, LOSSES OR DAMAGES AND ANY CLAIMS OR DEMANDS THEREFORE ON ACCOUNT OF ANY INJURY, INCLUDING BUT NOT LIMITED TO THE DEATH OF THE PARTICIPANT OR DAMAGE TO PROPERTY, ARISING OUT OF OR RELATING TO THE EVENT(S) CAUSED OR ALLEGED TO BE CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OF THE RELEASEE OR OTHERWISE.
5. I/WE HEREBY acknowledge that THE ACTIVITIES OF THE EVENT(S) ARE POTENTIALLY DANGEROUS and involve the risk of serious injury and/or death and/or property damage. Each of THE UNDERSIGNED also expressly acknowledges that INJURIES RECEIVED MAY BE COMPOUNDED OR INCREASED BY NEGLIGENT RESCUE OPERATIONS OR PROCEDURES OF THE RELEASEES.
6. EACH OF THE UNDERSIGNED further expressly agrees that the foregoing release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the NJ law and that if any portion is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.
7. On behalf of the participant and individually, the undersigned partner(s) and/or legal guardian(s) for the minor participant executes this Waiver and Release. If, despite this release, the participant makes a claim against any of the Releasees, the parent(s) and/or legal guardian(s) will reimburse the Releasee for any money, which they have paid to the participant, or on his/her behalf and hold them harmless.
8. The undersigned permits PYB the unrestricted right to utilize the participant's video and/or photograph from both rehearsals and performances.
I HAVE READ THIS RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND IDEMNITY AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND HAVE SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE, OR GUARANTEE BEING MADE AND INTEND MY SIGNATURE TO BE COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW.

DANCE SCHOOL OR ORGANIZATION

Princeton Youth Ballet

PARENT OR GUARDIAN SIGNATURE (If minor)

PRINTED NAME OF PARTICIPANT

ADDRESS OF PARTICIPANT

RECEIVED BY

DATE



Casting Notes – Office use only