

Chippewa Valley High School Musical Productions Presents

 **Disney's The Little Mermaid** 

November 8 – November 16

Informational letter #1 Thursday, September 5, 2019

Dear parents, guardians, cast, and crew:

This letter contains information about musical dues, chairpersons, volunteer committees, costumes, bios, business and family advertisements, presentation bouquets, Little Mermaid “gear” (shirts and sweatshirts), and ticket sales. Many of the sections in this letter require action and payments.

**A List of important due dates is provided
at the end of this packet.**

As we begin meeting in the CVHS Auditorium, please remember that **rehearsals are closed**. Only cast and crew are permitted in the auditorium/rehearsal space during rehearsal.

Performance Dates are as follows:

Thursday, Nov. 7 Senior Centers Preview Performance 4:00pm
Please Note—this performance is not open to the public

Friday, Nov. 8 at 7:00pm
Saturday, Nov. 9 at 7:00pm
Thursday, Nov. 14 at 7:00pm
Friday, Nov. 15 at 7:00pm
Saturday, Nov. 16 at 1:00pm
Saturday, Nov. 16 at 7:00pm

**PLEASE SIGN UP FOR THE Mermaid REMIND101 TEXT
MESSAGES BY
SENDING A TEXT TO 81010 THAT READS @cvmusical7**

MUSICAL DUES

Cast member dues for *Disney's The Little Mermaid* are \$150.00 per student. These dues help our program run. It is very expensive to run a musical. Expenses include, but are not limited to, the cost of the rights to perform the show (charges per performance and overall rentals), artwork rights, music rights, sets, costumes, make up, music, custodial fees, props, marketing, and much more. For us to maintain this program, we need all members to pitch in. **Students can offset up to 100% of the \$150.00 musical dues** by selling **business advertisements** that will be displayed during the performance and on our website. For students on Reduced Lunch, dues are \$75.00. For students on Free Lunch, dues are \$30.00.

Note: You have the option to put a **personal program ad** in the commemorative program. **Personal advertisements in the commemorative program do not count toward offsetting the \$150.00 dues.**

Students may use their choir student accounts to pay for a portion or the entirety of their musical dues. Vouchers and student account balances can be found on the choir website www.cvchoirs.weebly.com or in the choir room. Student and parent/guardian signatures are required on the voucher. We encourage this if you have any funds as student choir accounts are being dissolved and we cannot use the accounts to pay for shirts or anything like that this year since it is all done online, now.

You can also offset dues by selling Tigers Suite Raffle Tickets. If you sold 10-19 tickets, your dues are now \$75.00. If you sold 20 or more, your dues are completely waived.

Musical Dues can also be paid online at <https://squareup.com/market/cvhschoirstore> If you are receiving a different rate for your dues because of free/reduced lunch, Tigers Suite Raffle Ticket Sales, or business ads, we will address that individually when putting it on the square store.

Musical dues are due **MONDAY, September 23rd, 2019.**

PARENT CHAIRPERSONS

Thank you for your continued support. We cannot produce these shows without your help. Volunteer groups are posted below. Committee members will be contacted soon by their committee chairperson with additional information. Your involvement is greatly appreciated!

Volunteer Committees and chairpersons

Costumes/Hair/Makeup/Wigs - Ann Knepp
Ticket Sales –Lisa Serra
Gear – James Pecar/student prod. team
Publicity – Denise McLaughlin
Presentation Bouquets-Shelly & Jim Howard
Meal Coordinator–Ann Knepp

Parent Volunteer Coordinator – Ann Knepp
Set/Prop Assembly – Shawn Polito
Cast Party – Denise McLaughlin
Lobby Decoration – Student run
Concessions – Michele Majewski
Program – Nick Marinello

COSTUMES

We have many students participating in this year's production. Most costumes are provided, however a few pieces from home are usually needed. A costume parent will address each student in the cast.

A list of what they need from home will be given to them at that time. You will be amazed by the treasures you can find in your closet, "gramma's closet", in thrift stores or by asking friends and relatives. You do not need to spend a great deal of money on it to look awesome on stage!

Please send in costume items from home as soon as possible!

The costume committee and Mr. Marinello will make adjustments as needed.

Please bring in ALL items from home BY OCT 11th.

EACH ITEM NEEDS TO BE CLEARLY MARKED WITH THEIR NAME ON IT.

If you have any questions regarding any costume pieces please contact
Ann Knepp (586) 382-8020 or aknepp7500@gmail.com

Student Bios

Every student involved in the musical will write a bio. This consists of about three to four sentences sharing theater background, excitement, and gratitude. Here is an example:

Sarah is a senior at Chippewa Valley High School. She has played the role of Karl in The Visit, Horton the Elephant in Seussical, a Fangirl in Bye Bye Birdie and is excited to play the role of one of the three blind mice in this production of Shrek. She is very excited to be in Shrek and is ready to put on the best show yet. She is thankful for the support of her family.

Students need to email their bios in to cvhsmusicals@gmail.com by Wednesday, September 11, 2019.

Family and Business Advertisements

We have two different types of advertisements.

Family advertisements are “shout-outs” to the performers that will be displayed in our commemorative programs.

Business Advertisements are from businesses that sponsor our show. These advertisements will be posted on our website and displayed at each show.

Business ads can be used to **offset 100%** of the cost of musical dues. If your student sells \$150.00 worth of Business Ads, they will owe \$0.00 for musical dues!!

Family advertisements cannot be used to offset costs of the musical dues.

You can find the family and business ad information at
www.cvhsmusicals.org

Submitting your Ads:

All ads are due by Monday, September 23rd, 2019. Please make sure that the person at the business gives you the ad artwork exactly as they want it to appear. New this year – you will submit it electronically via the link above. We are using Payschools to collect the artwork, information, and payment information. You can view some examples there.

The following formats are acceptable: JPEG, or Microsoft Word. Resolution must be 300dpi minimum. Note: The contents of any ad may be altered to fit actual size or for clarity.

If you have any questions regarding the ads, please email them to cvhsmusicals@gmail.com

DEADLINE TO SUBMIT ADS: MONDAY, September 23rd, 2019

Flowers

We are pleased to offer presentation bouquets for your convenience. If you wish to pre-order a single flower or a small bouquet (three flowers) for your rising star, complete and return the order form. Your order will be ready and waiting for you at the shows. Some flowers will also be available for purchase on for the evening performances, but we suggest purchasing in advance to guarantee.

Order forms will be sent out as we get closer to the show.

Disney's The Little Mermaid "Spirit Wear"/Gear

We are selling our shirts electronically this year. Please go to www.cvhsmusicals.org to purchase your spirit wear. This year we have a blue t-shirt with the logo on the front and cast list on the back, a long sleeve black t-shirt with the logo on the front and cast list on the back, a blue hoodie with the logo on the front and personalization on the back, and a black zip hoodie with the CV Musical Productions logo on the left chest and The Little Mermaid logo on the back. We proudly wear the shirts to school the week of the show.

Also, the shirt is a fine keepsake which may be enjoyed for years to come.

T-Shirt Orders are Due Monday, September 23rd, 2019.

PRE-SALE TICKETS (ASSIGNED SEATING)

Pre-sale tickets will be available to cast and crew who have paid their musical dues. Pre-sale tickets go on sale to cast and crew on September 30th. The tickets will go on sale to Chippewa Employees on October 4th, and tickets will go on sale to the public on October 7th. We are anticipating high ticket sales, so we encourage you to purchase your tickets during the cast/crew pre-sale window. We will send reminders about this. If you have any questions or requests for handicap accessible seating, please contact our ticket chairperson, Mrs. Lisa Serra.

Mrs. Lisa Serra (313) 910-9662 or via email performingartscvhs@gmail.com

Tickets will be sold via our website: www.cvhsmusicals.org

Commemorative Poster

This special commemorative poster will be given to seniors (for free) as a going away gift but are also available to anyone interested. This poster features the H.S. cast list, the dates of the shows, and a H.S. cast photo. Each poster comes hard laminated for durability and is easy to frame. It makes for a great memento! As soon as we have our cast photo, we will assemble the poster(s). After creating the posters, we will send out order forms. The posters will only be \$5.00. We will send out the order form as soon as possible!

Dates to remember:

Wednesday, September 11th

- Cast/Crew Headshots
- Student bios are due to cvhsmusicals@gmail.com (please try to do them prior to rehearsal so we have more time to learn our music)

Monday, September 23rd

- Musical Dues are due
- Family ads and Business Ads and payments are due (online)
- Spirit wear/Gear Orders and payments are due (online)

Friday, October 11th

- Costume Parts are due (See costume section above)

Flowers and Commemorative Poster order form due date TBA

We are most thankful for the support, time, talents, and patience of CVHS parents.

Remind your student to check the choir room doors, The Musical bulletin board, and the musical website daily for updates, reminders, and changes to our schedule...and if we haven't mentioned it yet...sign up for the Remind101 for ALL information and updates in the palm of your hand! Send a text to 81010 that reads @musicalcv7

Additionally, there will be some days when we have long rehearsals and meals are provided. Please speak with Ms. Knepp if you would like to help with the meals. If you send snacks with your student to have at rehearsal, please check the label. We are a peanut and tree nut free group! Thank you so much and we are so very excited for this production!

Sincerely,

The Production Team

James Pecar, Vocal Director/Producer

Nick Marinello, Drama Director

Melissa Peters, Choreographer

Olivia Ferguson, Accompanist/Orchestra

Shawn Polito – Auditorium Technical Director

Ann Knepp, Parent Production Team Coordinator