

CAPPIES OF GREATER CINCINNATI

Director Show Preparation and Award Eligibility Evidence Agreement

ADVISOR AND DIRECTOR AGREEMENT:

INITIAL NEXT TO EACH STATEMENT

_____ I acknowledge for any of my show’s technical awards to be eligible as a critic choice, the award must be fully represented by a 300-word explanation in a prepared display available within the critic room 60 minutes before curtain;

_____ I agree to inform all of my technical crews seeking critics’ choice eligibility of the above requirement no less than 3 weeks prior to opening week of our show;

_____ I agree to complete the 8-page “Award Category Eligibility Worksheet and Critics’ Choices Post Show Evaluation Form” available at CinciCap.com at least 2 days prior to my designated Cappies performance date, and to provide sufficient copies of the *COMPLETED* 8-page form for each critic attending my show **NO LATER THAN 60 MINUTES BEFORE CURTAIN**;

_____ I acknowledge failure to provide the 8-page “Award Category Eligibility Worksheet and Critics’ Choices Post Show Evaluation Form” within the parameters specified above will result in all of my technical categories being disqualified for eligibility as critics’ choices;

_____ I agree before leaving for the evening of my schools’ production to verify with the Cappies Board Member in attendance of my show which technical awards were deemed eligible and ineligible, per the requirements outlined above; and

_____ I agree to review the “Critic and Critic Team Attendance Rules Recap” with attached excerpts from “The Rules” regarding attendance and participating school program eligibility, available for me to access at CinciCap.com, and further agree to review and verbally confirm the understanding of my Lead Critic and Critic Team regarding its requirements.

FORMAL ENDORSEMENT:

I agree to the technical award eligibility practices described above; I understand that if I violate these requirements, the eligibility of my show’s awards – and potentially my entire show and program – may be deemed ineligible for full participation or consideration. I also understand that I will be personally held responsible for communicating these requirements to any impacted students of my school.

Name and title of representative [Printed]

Signature of Advisor or Director

Date