

PRODUCERS CASTING REQUEST FORM 2010

Casting Day will take place on **Saturday, February 6, 8AM – 5PM** at Media City Church. The auditions will be an organized open call in the morning where approximately 250 Actors will have 30 seconds to do a monologue or just simply share something about themselves. This morning session is basically a type-out audition. We expect to have all ages, types and ethnicities, including kids. You will choose the actors you wish to call back to read from your script. Callbacks will be held starting at 2pm at the church or at your own designated location.

The fee for Casting Day is \$30. If you wish to have your callback at the church then it will be an additional \$15 @ hour to rent a room for up to 2 hours. Every team participating in Casting Day is required to fill out the attached form and return to the 168 office along with the fee. **Deadline is February 2.** If you have any questions, call the 168 office at 818-557-8507 or 818-843-2272.

Below is a summary of the schedule.

Casting Day:

Date: Saturday, February 6

Location: Media City Church, 269 E. Providencia, Burbank, CA 91502

Check-in time: 7:15AM (**PLEASE BE ON TIME SO WE CAN START ON TIME**)

Producer Briefing: 7:30 AM (Complimentary Coffee)

General Auditions: 8AM – 1:00PM

Lunch: 1:00PM – 2:00PM (on your own)

Callbacks: 2:00PM – 5:00PM (If you are more than 20 minutes late to your casting room, you forfeit the room as well as your casting fee. We need to keep on schedule to accommodate all the teams.)

What to bring:

- Production Assistant – this is very important!!
- Sides of your script for your actors to read from.
- Business Cards
- Pen/Pencil/Legal Pad
- Sack lunch or money for food delivery. – It would be wise for your P.A. to order lunch for you prior to 1pm or you may decide to eat off campus.

NOTE: To help speed up the audition process and simplify the callbacks, it would behoove you to minimize the number of actors you call back for each role. The following ratio is suggested:

Lead: 12-15 actors

Supporting: 12-15 actors

Featured: 7-10 actors

CASTING REQUEST FORM

DATE: _____

TEAM #: _____

PRODUCER: _____

PRODUCER: _____

DIRECTOR: _____

CONTACT #: _____

EMAIL: _____

CASTING FEE: \$30

ROOM FEE: \$15@HR X #HRS. ____ = _____

TOTAL: _____

**FAX to 818-557-0870, ATTN: CASTING
OR DROP OFF TO THE 168 OFFICE.**