**INSTRUCTIONS**

The information you provide in your production information form will be shared with the panel of adjudicators attending your show. Please email your school’s completed production information form to [NHSTA@O-pa.org](mailto:NHSTA@O-pa.org) **at least 4 weeks** **before your show opens.** Late production information forms may result in your show not being adjudicated. As a reminder, please leave tickets at will call under “O-pa Adjudicator.” For more information about the adjudication reference the 2022/2023 NHSTA Participant Handbook.

Contact Education Coordinator, Delaney Jackson at [djackson@o-pa.org](mailto:djackson@o-pa.org) or Education Manager, Taylor Wyatt, at 402.661.8559 or [twyatt@o-pa.org](mailto:twyatt@o-pa.org) with questions.

**SECTION 1 – SHOW INFORMATION**

*This section is required. Please re-confirm or provide the following information.*

1. School Name:
2. Title of Show:
3. Show dates & times:
4. Will there be a video recording available?
5. Location of production (address + gym, auditorium, and/or virtual platform, link, login instructions, etc.):
6. Please note any special directions for adjudicators *(e.g. parking, specific entrances, etc.)*:
7. Author/Lyricist/Composer/Licensing House:
8. Director Name:
9. Music Director Name:
10. Assistant Director Name *(if applicable):*
11. Names/titles of other key production personnel *(if applicable)*:
12. Show synopsis (150 words or less):
13. Approx. run times (minutes):
    * Act 1:
    * Intermission**:**
    * Act 2:
    * Total:
14. Will the production be double cast? If yes, please provide detailed information on which roles and be prepared to provide information on who will be performing for each show.

***A note on double casting:***

**If a school decides to double cast one or more roles, the school must select one set of cast members to be adjudicated. Please contact Omaha Performing Arts staff with information on which evenings the selected cast will be performing for the adjudication panel. It will not be possible to adjudicate multiple students for the same role.**

1. Approximate Number of Participants (please provide **numbers** for students vs. adults/teachers for each bullet below):

* Cast:
* Musicians/Pit Orchestra:
* Backstage Crew *(including stage managers*):
* Designers *(scenic, lighting, costume, etc.):*
* Front of House *(ushers, box office, publicity crew, etc.):*
* Creative Team *(directors, music directors, choreographers, etc.):*
* Other *(please describe)*:

1. Would you like your show to be considered for an Outstanding Musical Theater Production Award?

*If yes, your school will be expected to perform an up to 5-minute number from the show at the NHSTA Showcase. More information can be found* [*here*](http://www.omahaperformingarts.org/learn-and-engage/nebraska-high-school-theater-academy/awards-showcase)***.***

**SECTION 2 - LEAD ROLES**

*This section is required. Below, identify which characters/students will be adjudicated in lead roles. For high school musicals, lead roles are predetermined according to the Jimmy Awards – please reference the National Qualifying Lead Roles spreadsheet to complete this section of the form (note: the number of leads varies from show to show). The link to the National Qualifying Lead Roles spreadsheet can be found here:* [*Qualifying Roles List*](https://www.jimmyawards.com/media/filer_public/b8/93/b893b91a-f9b9-4695-828b-5d4e70b6f5f9/qualifying-roles_2022-04-14.pdf)*. If your show is not on the spreadsheet, please identify characters/students in lead roles on your own (up to 3 actors and up to 3 actresses please).* For more information on the Jimmy Awards, please visit their website at <https://www.jimmyawards.com/>.

**Actors in a Lead Role**

Student Name and Pronouns:

Character Name:

Student Name and Pronouns:

Character Name:

Student Name and Pronouns:

Character Name:

**Actresses in a Lead Role**

Student Name and Pronouns:

Character Name:

Student Name and Pronouns:

Character Name:

Student Name and Pronouns:

Character Name:

**SECTION 3 – SUPPORTING ROLES**

*This section is required. Please identify which characters/students will be adjudicated in supporting roles.*

*Please select one actor in a supporting role and one actress in a supporting role to be adjudicated.*

**Actor in a Supporting Role**

Student Name and Pronouns:

Character Name:

**Actress in a Supporting Role**

Student Name and Pronouns:

Character Name:

**SECTION 4 – ENSEMBLE**

*This section is optional. Please list the names of the students in ensemble/chorus roles.*

**Ensemble**

Student Names:

Character Names (*if applicable)*:

**SECTION 5 – COMMENTS**

*This section is optional. Please describe anything else you feel adjudicators and/or Omaha Performing Arts staff should know before evaluating or attending your production.*

**SECTION 6 – COVID SAFETY POLICIES**

*Please detail any COVID-19 safety requirements for your performance and contact us if they change prior to the performance.*