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These guidelines are not set in stone they are just to help assist those submitting and provide guidance.

Summer Production:

- Typically, a major musical.
- This production is selected to sell 2x as many single tickets as any other show during the season. Often with a minimum single ticket value of 24K-26K.
- Usually, a named show but not always required.
- Often but not always, this production's cast may include college, high school and children as it is easier for them to rehearsal in the summer. This is not a requirement.
- Due to space limitations, one must consider cast size, set, orchestra size and/or alternate types of accompaniments. (EX. Orchextra, tracks etc.)

October Production:

- This is the slot the theatre considers shows in the genre of dramas, mysteries, or "artistic" selections.
- This production has a slightly shorter build time by approximately 1 week compared to some of the other shows depending on the run dates of the summer musical.

December Production:

- This production does not have to be a Christmas or holiday show.
- This production should have the qualities that one may associate with the holiday season. Love, joy, warmth, generosity as well as humor/comedy. A "feel good piece".
- This often is a smaller cast or small/medium due to having to give up most weekends in December for performances.

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February/March Production:

- This is usually a musical and opens the last week of February.
- Often a smaller cast, up to maybe 14ish. It can be a smaller or slightly larger cast.
- Auditions early (1st or 2nd week of December) due to holidays. This is to allow extra time for a holiday break (not required to take off) and also builds in possible snow days and cast illness. Hence, the process has more time.
- Can be a musical with less name recognition. (not required)

May Production:

- Typically, opens the first week of May. Depending how the dates fall can have a little less build time due to the previous show closing mid-March.
- Comedies often work well in this slot.
- Can be a title with or without name recognition.
- Cast size is less relevant.