

Cast of “The Producers”,

Hi there! My name is Alexis Moore, and I am the Stage Manager for this production of “The Producers”. I am looking forward to working with you all! If you have any questions or issues, please feel free to contact me. My phone number is **(608)434-9500**, and my email address is [moore272@uwm.edu](mailto:moore272@uwm.edu). I check it through the day, so either is a reliable way to reach me.

The Assistant Stage Manager for this production will be Wesley Anderson. His email address is [asm@uwm.edu](mailto:asm@uwm.edu), and his phone number is **(414)555-3482**.

## REHEARSALS

Rehearsals will be located in **Mitchel 365** on University of Wisconsin – Milwaukee campus. Please arrive early to warm-up, as we will be starting to work at the times listed. The rehearsal room will be open at least 20 minutes before rehearsals start.

Please remember to wear comfortable clothing and bring water with you. Food is not allowed in the rehearsal room, but there is a Green Room available for your use.

If you think you will be late or unable to be at rehearsal for illness or another reason, please call me , or if you aren't able to get ahold of me, Wesley, as early as possible.

## COSTUME FITTINGS

Costume fittings will be in the costume shop of the theater. If you will be late, please call the costume shop at **(414)555-9502** as soon as possible.

## SCHEDULE

The schedule will be sent to the email you put down in your contact information once it is posted on the call board next to the dressing rooms.

## CONFLICTS

The rehearsal schedule has been created with the conflicts you previously told us in mind. If any additional conflicts come up, please give them to me as soon as possible. **These conflicts will need to be approved by the director.**

**If you have any questions or concerns at all, please feel free to ask me!**

**Alexis Moore**

Stage Manager