

International Alliance of Theatrical Stage Employees (IATSE)

| 207 West 25th Street, 4th Floor, New York, NY 10001

P: 212.730.1770 | F: 212.730.7809

TRAVELING WARDROBE SUPERVISORS INFORMATION FORM

Part One: Production and Supervisor Contact Information

1A. Name of Production: **How the Grinch Stole Christmas (Old Max tour)**

2A. Name of Wardrobe Supervisor: **Missy Payte**

2B. Wardrobe Supervisor Phone: **(417) 676-0377**

2C. Wardrobe Supervisor Email: **mjbcoffee_20@yahoo.com**

2D. Wardrobe Supervisor Preferred Method of Contact: **email**

3A. Name of Assistant Wardrobe Supervisor: **Sydni Furtado**

3B. Assistant Wardrobe Supervisor Phone: **(401) 406-0153**

3C. Assistant Wardrobe Supervisor Email: **furtadosydni@gmail.com**

3D. Assistant Wardrobe Supervisor Preferred Method of Contact: **email**

Part Two: Wardrobe Personnel Information

4A. Number of Wardrobe Personnel Needed: **6 total (5 dressers 1 laundry)**

5A. Are all personnel hired to dress?: **no**

5B. If not, which personnel are hired to do so?: **5 of the 6**

6A. How many hours per week does the laundry person work?: **equal amount of hours as dressers**

6B. Can the laundry person also be a dresser on the show?: **no**

7A. How many hours per week does the stitcher work?: **as needed on load in and 4 hours at work call**

7B. Can the stitcher also be a dresser on the show?: **yes**

8A. Check if there is day work: **yes**

8B. If there is day work, for how many days a week? (Skip if the answer to question 8a is no):
1 day per week

8C. How many day workers are needed? (Skip if the answer to question 8a is no): **up to 3**

8D. Does that include the laundry person? (Skip if the answer to question 8a is no): **yes**

8E. Does that include the stitcher? (Skip if the answer to question 8a is no): **yes**

9A. Is there continuity call before each show?: **yes**

9B. If so, for how long? (Skip if the answer to question 9A is no): -- **1 hour before ½ hour**

9C. If there is continuity call, for how many dressers? (Skip if the answer to question 9A is no): **5 dressers and 1 laundry**

PLEASE EMAIL COMPLETED FORM TO SCRESPO@IATSE.NET

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Part Three: Gender Breakdown and Show Needs

10A. What is your ideal gender breakdown?: **must have at least 2 female dressers**

10B. How many men would you need?: **can have up to 4 if 1 of them is laundry**

10C. How many women would you need?: **at least 2 of the dressers must be female**

11A. How important is the gender for the dressers?: **Important. Children's dresser and female ensemble dresser must be female.**

12A. Check if you need a Dry Cleaner: **yes. (in Cleveland)**

13A. Check if you need a shoe repair place: **no**

Part Four: Additional Remarks Please write any special needs or special instructions for your production below:

All dressers must be able to read and follow notes that have cues with stage directions.

All dressers must be physically able to assist performers with costume changes; including being able to get down on their knees to assist with shoes, carry baskets to cues, take stairs if the venue requires.

At least 1 of the wardrobe personnel must know how to operate a sewing machine and know how to alter costumes with it. They must have a clear understanding of how clothing is constructed. They must also know how to sew by hand.

The laundry technician will be on exactly the same time schedule as the dressers during load in, continuity, and show calls. They will not stay late after performances. They will be called to weekly work calls.