

TRAVELING WARDROBE SUPERVISORS INFORMATION FORM

Part One: Production and Supervisor Contact Information

- 1A. Name of Production:
- 2A. Name of Wardrobe Supervisor:
- 2B. Wardrobe Supervisor Phone:
- 2C. Wardrobe Supervisor Email:
- 2D. Wardrobe Supervisor Preferred Method of Contact: Email
- 3A. Name of Assistant Wardrobe Supervisor:
- 3B. Assistant Wardrobe Supervisor Phone:
- 3C. Assistant Wardrobe Supervisor Email:
- 3D. Assistant Wardrobe Supervisor Preferred Method of Contact: -

Part Two: Wardrobe Personnel Information

- 4A. Number of Wardrobe Personnel Needed:
- 5A. Are all personnel hired to dress?: No
- 5B. If not, which personnel are hired to do so?:
- 6A. How many hours per week does the laundry person work?:
- 6B. Can the laundry person also be a dresser on the show?: No
- 7A. How many hours per week does the stitcher work?:
- 7B. Can the stitcher also be a dresser on the show?: No
- 8A. Check if there is day work: ☐
- 8B. If there is day work, for how many days a week? (Skip if the answer to question 8a is no):
- 8C. How many day workers are needed? (Skip if the answer to question 8a is no):
- 8D. Does that include the laundry person? (Skip if the answer to question 8a is no): -
- 8E. Does that include the stitcher? (Skip if the answer to question 8a is no): -
- 9A. Is there continuity call before each show?: Yes
- 9B. If so, for how long? (Skip if the answer to question 9A is no):
- 9C. If there is continuity call, for how many dressers? (Skip if the answer to question 9A is no):

Part Three: Gender Breakdown and Show Needs

10A. What is your ideal gender breakdown?:

10B. How many men would you need?:

10C. How many women would you need?:

11A. How important is the gender for the dressers?: Desired

12A. Check if you need a Dry Cleaner: ☐

13A. Check if you need a shoe repair place: ☐

Part Four: Additional Remarks

Please write any special needs or special instructions for your production below:

The weekly needs change with the routing of the tour. There is not very much time on one nighters to get day work done however the typical schedule is as follows.

9am - 3 wardrobe, 1 laundry

2pm - lunch

6pm - 4 wardrobe (1 laundry if packout does not follow show)

7:30 show

10:00 packout

On second, third, etc days in the same city, laundry is called for a 4 hour call during the day previous to show call. Stitchers are called for day work as needed however at least one stitcher on loadin day is ideal.