



## 2023/2024 Production Information Form

### INSTRUCTIONS

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**. This information will be shared with the panel of adjudicators attending your show.

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 adjudication, reference the 2023/2024 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. Our show is a:

Musical

Play

One-Act

4. Show dates & times:
5. School/Performance Facility Address:
6. Please note any special directions for adjudicators (e.g. parking, specific entrances, etc.):

7. Show Billing Information:

<b>Licensing House</b>	
<b>Composer</b>	
<b>Lyricist</b>	
<b>Author</b>	

8. Key Production Personnel:

<b>Director</b>	
<b>Music Director</b>	
<b>Assistant Director</b> <i>(if applicable)</i>	
<b>Choreographer</b> <i>(if applicable)</i>	
<b>Other Key Personnel</b> <i>(if applicable)</i>	

2023/2024 Production Information Form

9. Show Synopsis (150 words or less):

10. Approximate Run Times (minutes):

Act 1:	
Intermission:	
Act 2:	
Total :	

11. Will the production be double cast?

***Please note: If a school decides to double cast one or more roles, the school must select one set of cast members to be adjudicated and provide the appropriate show dates and cast information in this form. It will not be possible to adjudicate multiple students for the same role.***

12. Approximate Number of Participants:

Role	Number of Students	Number of Adults
Cast		
Backstage Crew		
Designers (e.g. lighting, costumes, etc.)		
Creative Team (e.g. directors, choreographers, etc.)		
Front of House (e.g. ushers, box office, etc.)		
Other		

13. 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](#).**

2023/2024 Production Information Form

14. Why did you and/or your team select this show for your school?

15. Are there any additional areas you would like adjudicators to focus their feedback? (e.g. set design, choreography, costumes etc.)

2023/2024 Production Information Form

**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: [Qualifying Shows and Roles List](#)** (note: the number of leads varies from show to show). If your show is not on the spreadsheet, please identify characters/students in lead roles on your own (up to **six (6)** performers). For more information on the Jimmy Awards, please visit their website at <https://www.jimmyawards.com/>.

**Performers in a Lead Role**

Student Name	Student Pronouns	Character Name

**SECTION 3 – SUPPORTING ROLES**

***This section is required.*** Please identify which characters/students will be adjudicated in supporting roles. Please select **two (2)** performers in a supporting role to be adjudicated.

***If your performer(s) are part of a larger ensemble, please include additional character identifiers (i.e. distinguishing costume/make-up/prop etc.) to assist your adjudicator panel in providing individual feedback.***

**Performers in a Supporting Role**

Student Name	Student Pronouns	Character Name	Identifier(s) (if applicable)

2023/2024 Production Information Form

**SECTION 4 – ENSEMBLE**

*This section is optional. Please list the names of the students in ensemble/chorus roles or return a cast list with your form.*

**Student Names:**

**Character Names and/or Identifiers (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. (e.g. "The set design for our show was student lead with staff support." "More than half of our cast is performing on stage for the first time." "This is our first year in this performance space." etc.)*