



January 29, 2019

Dear Educator,

I am writing to invite your students to participate in the Geva Theatre Center Career Day on **Thursday, February 28th** from 9:45am until 12:00pm. Participation is open to students in grades 10 thru 12. Students will be given an extensive backstage tour of the building, including our costume and props shops. The tour will be followed by a question and answer period with several Geva staff members representing a variety of departments within the theatre, including production, marketing, development, education and performance. Our aim is to give students information on the wide range of careers and opportunities available in a professional theatre environment.

In order to allow each school the opportunity to send students, **we will limit attendance to 20 students per school** with a maximum number of 200 participants. We also ask that you refrain from bringing any non-registered students on the morning of the event in order to ensure as fulfilling an experience as possible for those students already registered. Please return the following form as soon as possible to guarantee your students' placement. **We must receive your form no later than Monday, February 25th.** You may mail or fax (585-232-4031) your reply. Please forward this information on to any other educator that you think may be interested in this free event.



Parking near the theatre can be difficult. Please impress upon your students the need to allow themselves time to find parking. We will begin the program promptly at 9:45am and accommodating latecomers will be quite difficult.

We look forward to seeing your students here. I can be reached at (585) 420-2035 or via email at eevans@gevatheatre.org. Please contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Eric Evans".

Eric Evans
Education Associate
Geva Theatre Center

Geva Theatre Center Career Day 2019

(Please print information clearly)

Name:

Phone:

Email Address:

School Name:

Students Attending (please limit to 20 students):

- | | |
|-----|-----|
| 1. | 11. |
| 2. | 12. |
| 3. | 13. |
| 4. | 14. |
| 5. | 15. |
| 6. | 16. |
| 7. | 17. |
| 8. | 18. |
| 9. | 19. |
| 10. | 20. |

Teacher/School Chaperone(s) _____
(students may attend without an adult chaperone)

Please return form to
Geva Theatre Center
Attn.: Eric Evans
75 Woodbury Boulevard
Rochester, NY 14607

The form can also be returned via e-mail (eevans@gevatheatre.org)
or fax: (585) 232-4031

Please note that due to favorable response to this event, we will not be able to accept any registration forms after **Monday, February 25th**.