

PERFORMER SUPPLY CHECKLIST**

AT HOME

Furniture/Equipment

- Space to Rehearse
- Chair (for monologues)

Office Supplies

- A record keeping system/storage for receipts, paystubs, etc.
- Binders
- Computer
- External Hard Drive
- Headshots
- Highlighters
- Ink Cartridge
- Notebooks
- Pens/Pencils
- Plastic sheet covers

- Printer Paper
- Printer/Copier/Scanner
- Resumes
- Stapler
- Staples

Personal Care

- Neti pot
- Steamer/Vaporizer
- Serious post show makeup remover: I love good ol' Pond's cold cream or DHC's deep cleansing oil. Removes everything

from glue to lipstick.

Musical Theatre

- Keyboard
- Music Stand
- Recording Device

Miscellaneous

- E-reader (omg so great for pdf's, etc.)
- I-pod
- Library Card
- Reference Library – scripts, books, recordings, dvd's
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AUDITION/CALLBACK

An audition can last five minutes or more than 5 hours. I've tried to cover items you might need for either situation.

- The audition bag – I use a very well-worn and loved LL Bean Boat and Tote. (It's huge. It's sturdy. And I've had it for years.) Other people use messenger bags, backpacks, computer bags/briefcases, duffels. Pick what works for you. It is nice to have a separate bag, however.

Basic Supplies

- Audition book/binder
- Calendar
- Directions to the audition with a phone number in case you get lost or can't find it.
- Headshots/Resumes
- Highlighter
- Keys
- Pen
- Pencil
- Phone
- Script
- Sides or copies of monologue
- Songs
- Train/bus pass/cash
- Wallet/Purse
- Water

Clothing/Footwear/Outerwear

- Footwear (having a pair of walking shoes to change into when the audition is over can be a foot-saver for people hoofing it around a big city)
- Extra hosiery/underwear/underpinnings
- Fashion tape
- Jazz/tap/ballet shoes (probably won't have to have all three at a first audition, but be prepared for callbacks!)
- Mini Sewing Kit
- Scarf/Cardigan (for cold rooms)
- Static guard

Toiletries

- Hair care kit
- Makeup for Touchups
- Paper & Pen
- Purse
- Water bottles

Personal Care

- Contacts/case/solution
- Deodorant
- Entertainer's Secret (Natural throat spray)
- First Aid Kit
- Glasses
- Lady Business/pads, tampons, etc.
- Meds (Advil, inhaler, Zyrtec, etc.)
- Moisturizer
- Perfume
- Throat Lozenges/Altoids
- Tissues
- Toothbrush and Toothpaste

Musical Theatre

- iPod/mp3 player
- Pitch pipe or keyboard app

- Recording of your accompaniment (Nice to have in the car, or for quietly running to yourself)

Miscellaneous

- Book or knitting (for cattle calls and Equity crashes)
- Lucky charm or keepsake
- Phone charger
- Postcards for current show
- Snack
- \$20 emergency cash
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REHEARSAL

- The Rehearsal Bag – I use a Le Sport Sac Weekender. It's enormous, it's got all kind of zippered pockets, and the lining is black, so water spills, makeup dust, and dance shoes don't leave it looking nasty.
- Dance shoes or character heels
- Extra tights and other dance/rehearsal/movement clothing.
- Notebook and/or Binder
- Recording device (for music rehearsals)
- Reference books (particularly great for historical shows or Shakespeare)
- Script
- Sweater or cardigan (helps to dress in layers)
- Water

The Rehearsal Kit

(I keep these items in a cosmetic bag. I take this to auditions too.)

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|---|--|--|
| <input type="checkbox"/> Bobby pins | <input type="checkbox"/> Lady business (i.e. feminine hygiene products) | <input type="checkbox"/> Personal meds (those of us with asthma, etc.) |
| <input type="checkbox"/> Breath mints | <input type="checkbox"/> Lozenges | <input type="checkbox"/> Phone charger |
| <input type="checkbox"/> Comb/brush/Hair spray | <input type="checkbox"/> Lotion | <input type="checkbox"/> Post its |
| <input type="checkbox"/> Contact solution | <input type="checkbox"/> Pen | <input type="checkbox"/> Safety pins |
| <input type="checkbox"/> Dental floss | <input type="checkbox"/> Pencils | <input type="checkbox"/> Small case with Advil, Zyrtec, Benadryl, Tums, etc. |
| <input type="checkbox"/> Deodorant | <input type="checkbox"/> Perfume or body spray (nice for sweaty dance rehearsals and physical scenes when you are up in somebody's business for a few hours) | <input type="checkbox"/> Tissues |
| <input type="checkbox"/> Emergen-C or something like it | | <input type="checkbox"/> \$20 emergency cash |
| <input type="checkbox"/> Extra contacts | | <input type="checkbox"/> |
| <input type="checkbox"/> Eye drops | | <input type="checkbox"/> |
| <input type="checkbox"/> Glasses | | |
| <input type="checkbox"/> Hair ties | | |
| <input type="checkbox"/> Highlighters | | |

TECH/SHOW

- My rehearsal bag turns into my show bag. If I'm rehearsing a show while I'm running another, it still works out okay.

Beverage/Food

- Electric Kettle
- Mug
- Tea
- Honey
- Throat Coat
- Water

Makeup/Hair

- Theatrical Makeup Kit
- Hair Supplies (if not provided by theatre)
- Wig cap
- Hot rollers
- Curling irons of different sizes
- Regular makeup (for when you don't

want to look like a tart)

Personal Care

- Extra underpinnings
- Character shoes
- Scissors or Swiss Army Knife
- Baby Wipes/Face Wipes

Clothing/Apparel/Footwear

- Cast party clothes
- A robe
- Slippers or flip flops

Miscellaneous

- Script
- Camera
- Book, puzzle, knitting (for long

periods in the dressing room)

- Snack
- Baby powder (Some boys I know swear by this one. Wink)
- Entertainer's Secret
- Duct tape
- Safety pins
- Mementos
- The Rehearsal Kit
- \$20 emergency cash. (Cabs, parking, pizza, I could go on and on.)
- Towel/washcloth/face wash

LAST MINUTE LIST

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|--|--|
| <input type="checkbox"/> Keys | <input type="checkbox"/> Sides |
| <input type="checkbox"/> Wallet | <input type="checkbox"/> Water |
| <input type="checkbox"/> Phone | <input type="checkbox"/> Jacket or Sweater |
| <input type="checkbox"/> Train or bus pass/cash | <input type="checkbox"/> Calendar |
| <input type="checkbox"/> Audition book with Headshots
and Resumes | <input type="checkbox"/> Highlighter |
| <input type="checkbox"/> Directions | <input type="checkbox"/> Rehearsal Kit (see above) |
| <input type="checkbox"/> Pencil | <input type="checkbox"/> |
| <input type="checkbox"/> Pen | <input type="checkbox"/> |

(Stick this inside your audition book for a quick glance before you head out the door)

*I like to keep separate bags for auditions, rehearsals, and shows. This helps me worry less about forgetting an item or being unprepared.

+ This is a comprehensive list meant to prepare anyone from the high school actor to the Equity member. Some theatres and stage managers provide these items, others don't. Please adjust to your needs. No one will need every item listed. If you have an addition you'd like to share, email me at elizabethhopemorgan@gmail.com. I will update this list frequently.