

COSTUME

Principal Functions

Dressing of all the cast in appropriately styled and period costumes for the setting of the show. This may also include wigs. The Wardrobe person may appoint assistants to help in this task.

Principal tasks:

- Have a clear understanding of the script and the Director's vision for the play and attend an appropriate number of rehearsals to facilitate this.

Pre Performance nights

- Agree the various features, style, colour and period of the costumes with the Director. Establish which members of cast require more than one costume.
- Prepare a list of all cast member's vital statistics including shoe, hat and glove sizes where required.
- Establish from the Producer whether the budget has been prepared with the view of hiring all or some of the costumes.
- If it has been foreseen that hiring is necessary:
 - Check what companies can supply the appropriate costumes and at what cost. If available, obtain photographs to show the Director or try to arrange for him/her to visit the company.
 - When the Director has chosen the preferred supplier, arrange the booking for the week of the show.
 - If required, and hiring company in agreement, arrange for some costumes to be collected prior to the show for publicity photographs. Agree dates with the Producer.
- If only some of the costumes are to be hired, follow the same procedure as above.
- For all other costumes, check what is available from local sources (Wells Little Theatre and Somerton wardrobes). Check whether the membership or cast can supply any costumes.
- When obtained, check that costumes fit correctly and meet the Director's approval.
- Distribute costumes to cast in the weekend before the performance.
- In exceptional circumstances it may be necessary to find substitute costumes for the purpose of rehearsals. The Director should advise where this is necessary and from which date they are required.
- All costumes should be available for the technical rehearsal at the latest.

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Dress Rehearsal night:

- Check all the cast are correctly attired and assist in any quick changes if requested.
- Agree and complete any final alterations.

Performance nights:

- Check all costumes are in good order and assist in quick changes.
- At the end of the show, check the inventory and condition of hired and/or loaned costumes. Repair as necessary.
- Arrange for return of all costumes and wigs. It is not normally necessary to have hired costumes cleaned, but loaned costumes should be returned in good order.