

## SCHEDULE 2

### AUDITION GUIDELINES

#### AUDITIONS IN AUSTRALIA CODE OF PRACTICE

1. Auditions should be conducted in a professional and efficient manner.
2. Where appropriate, the Producer will advise the casting director to include in the casting brief the following diversity casting statement:

*This production recognises the diversity of the Australian performing community and we seek to foster a more realistic and more creative representation of Australia on our stages. To this end we strongly encourage applications from performers of varied experiences, perspectives and circumstances including performers from culturally and linguistically diverse backgrounds and performers with disabilities.*

2. In consideration of the preparation Performers require prior to auditioning, adequate notification of auditions should be given to all concerned. For example, a minimum of one week is preferable, but it is recognised that different circumstances may sometimes make this impossible.
3. The Performer and/or agent should, as appropriate to the particular production, be supplied in advance with:
  - Information about the production and the audition process;
  - A description of the roles being auditioned;
  - Specific requirements to present a speech or to perform a scene or to perform a specific song and whether this is to be chosen by the Performer or the Employer.
4. The Performer should be sent adequate excerpts of the script or score (and/or, if appropriate, a full script, and/or the full musical score), and where possible, a full character synopsis relating to any role/s for which they are to be auditioned, as early as possible and preferably at the time of audition booking. If, however, the Performer is asked during the audition to sing or read specific material, they should be given adequate time to prepare.
5. Audition venues should be of suitable size, properly lit, cleaned, heated and ventilated, and provide a suitable place to wait. Where possible, the producer will provide Performers with an appropriate space to change and prepare.
6. Dance auditions must be conducted on dance surfaces appropriate to the form of dance being performed. Dance auditions should not be conducted on concrete.
7. Auditions should respect the privacy of those involved. Auditions should not be held in public.
8. Filming and recording of auditions may be permitted for genuine audition and casting purposes provided that the Performer's permission is obtained beforehand.

9. Members of the media may be present at an audition, and associated activity permitted, provided that agreement has been reached between the Performer/s and the producer; the Performer's right to decline will be respected. In any event, Performers should be informed of the possibility that media may be present.
10. On arrival at the place of audition, the Performer should be informed of the names of the members of the audition panel verbally or by notice at the audition reception. The Performer should be informed of any special requirements which have not been notified in advance.
11. The producer should endeavour to audition the Performer at the time agreed, and ensure that the Performer has access to water and a drinking receptacle. Should there be any undue delay, the producer should notify the Performer and, if possible, give an estimated revised time, the Performer may, if possible, then attend to other matters in the interim.
12. A responsible person involved in casting, nominated by the producer/director and representing the creative team, shall be present at all auditions.
13. Performers will be advised of the casting process, where possible, bearing in mind that circumstances may change.
14. If a Performer is required to sing at the audition, the producer should provide the services of a capable pianist. The Performer has the option of providing their own pianist, at the initial audition, at their own expense.
15. If the Performer is required to read with another person, that person shall be an experienced suitable professional performer, or if this is not possible, an otherwise competent person. That person shall be paid per hour at the applicable casual rehearsal rate as set out in Schedule 1 Table C.
16. A Performer auditioning for a role requiring an accent and/or singing expertise, shall have at least two weeks to prepare for the audition.
17. The producer shall provide, where reasonable and practicable, access for disabled people.
18. The producer is an Equal Opportunity Employer. The audition process should therefore comply with relevant State and Federal Equal Opportunity and Anti-Discrimination legislation.
19. If requested by the Performer, an officer of the MEAA shall be entitled to be present at the relevant audition, as an observer only, provided reasonable notification has been given to the producer.