

## Recital 2019 Information Sheet

**Date: Saturday, June 1 and Sunday, June 2**

**Location: John Wayne Performing Arts Center - Glendale High School Auditorium.**

**Times: Saturday – 1:00 p.m.; 4:00 p.m.; 7:00 p.m.; Sunday – 2:00 p.m.; 5:00 p.m.**

Classes are divided up in a way that will provide the most entertaining show possible, keeping them short in length (all shows should be complete in less than 2 hours), and to keep routines that are part of productions together. There is no way to try to schedule ALL students in more than one class or those with siblings into the same show. However, if you do end up being scheduled for more than one show, you only need to purchase tickets to one show, and any other show would be complimentary. Show breakdowns are posted on the costume information posters.

**Tickets:** There will be reserved seating and we will take your ticket order during the month **March, due by Saturday, March 30th, 2:00 p.m. Absolutely no late orders are accepted.** We encourage you to submit your order early in the month to avoid last minute emergencies that may keep you from placing your order. Each family will be able to order 1-4 tickets per show that you have performers in for the front ½ of the auditorium and then no limit to how many additional tickets you order. You will be able to order more tickets at a later date as well - April 13<sup>th</sup> public sales start. With your initial request of 1-4 tickets, we can guarantee that parents sit in the front ½ of the auditorium to see their children perform. Tickets will be pulled in a lottery order, and will be distributed to you the week before tickets go on sale to the public. Ticket prices will be \$18.00 (front ½ of theatre) and \$16.00 (back ½ of theatre) for adults and \$12.00 for children under 12. The ticket revenue goes towards auditorium rental, sound, lighting, stage technicians, theatre managers, security, janitorial, production costs, insurance, programs, etc. Again, those who have performers in more than one show only need to pay for tickets to one show.

**Video:** Southwest Video Productions will once again be filming the shows. We will have their order forms by May 1. The best way to purchase them is to get people together and place one order for the group at a discounted rate. The studio is not responsible for the distribution of group sales. **THERE WILL BE NO VIDEO CAMERAS ALLOWED IN THE AUDITORIUM.** Please be sure all your guests are aware of this.

**Pictures and Dress Rehearsals:** For the week of May 27 (Memorial day) – Saturday, June 1, we will not be having any regularly scheduled dance classes. Instead, our group and individual pictures will be scheduled along with dress rehearsals (Tuesday-Friday – CLOSED Memorial Day). All of this takes place at the studio. **THESE REHEARSALS ARE MANDATORY.** Highlight Photography will be taking the pictures, which you are not obligated to purchase, but we request that everyone show up for the group pictures. Please arrive completely ready with costume, make-up, hair, shoes, tights, and accessories ready.

**Costume orders due by January 19<sup>th</sup>.** Costume posters are now up in the studio, however, we highly recommend you using the information posted on our website: [www.dancestudio84.com](http://www.dancestudio84.com) with the link on the "Current Events" page. All classes and costume information are posted as well as sizing charts AND a PDF to fill out and submit with your costume order at the studio.

**Costume payments are due by 2:00 p.m. on JANUARY 19. ALL TUITIONS MUST BE PAID UP TO DATE, JANUARY INCLUDED, BEFORE A COSTUME WILL BE ORDERED. All late orders are subject to additional costs and not all costumes will be able to be ordered late (due to inventory at the costume companies).**

**To best guarantee your costume arrives with the rest of your class, order on time.**

Here's how to place your order:

- 1) Locate the costume information for your class on-line – [www.dancestudio84.com](http://www.dancestudio84.com), open the current events and click the costume order information link (or on the poster in the main lobby). You will find the class information, the title of their song, the show they are scheduled to perform in, a description of the costume, the costume company, the sizes available and the prices, what additional pieces you may need to purchase on your own (tights, shoes), and a sizing chart from the costume company.
- 2) Check to see what sizes that costume is available in. **MAKE SURE YOU ORDER A SIZE THAT THE COSTUME IS AVAILABLE IN.** Many large and extra large child sizes are the same cost as the adult sizes. Please double-check all this information.
- 3) **Use the sizing chart for the company your class is ordering from.** Check your child's measurements with this chart to determine which size to order. The girth measurement is the most important (start at the top of the right shoulder, go all the way down through the legs, and back up to the right shoulder. Keep tape loose). Most costumes run true to size, so don't order a size that is much bigger or smaller than what your child would normally wear. **When in doubt, use the girth measurement, always go bigger and allow for 6 months of growth.** It's much easier to take a costume in than to make it bigger. Do not leave your size empty on the order form. While we will help as much as possible, **the final decision is yours.** Read the studio policy sheets, fill out the costume order form completely, (There will be a PDF on the website – please use this and submit it with your costume payment) and return it with payment by January 19<sup>th</sup>.

~costumes (continued)~

Once costumes are ordered, we cannot guarantee that we could receive any late orders in time. However, we will accept late orders with a minimum \$10.00 additional fee THROUGH January 31<sup>st</sup>. After January 31, it will be \$15. This is not a penalty, but rather the cost of individual shipping and handling of a separate costume order. If \$15.00 does not cover the additional shipping, you will be informed, if it is less than \$15.00, you'll be refunded. **DON'T BE LEFT OUT – order your costumes on time.** The price that is posted is a wholesale price (with shipping & handling) and ordering on time is the only way to keep your costs as low as possible. It's very fun and exciting in class when costumes arrive and everyone gets to try them on. If you order late, your costume may not arrive with all the others. Every 2 weeks, late orders will be placed (ie – the first late order will be placed 2 weeks after the original order).

**ONCE COSTUMES ARE ORDERED, THERE ARE NO REFUNDS FOR ANY REASON.** If time allows, costumes may be exchanged for another size, but there will be exchange costs charged by the costume company, plus shipping and handling fees to return the costumes that you will be responsible for. A minimum deposit of \$20 must be paid to start any exchange transaction. If it does not cost this much, you will be refunded the difference.

**Attendance:** Attending your classes is crucial to the outcome of how well you and your class perform. We have set mandatory attendance guidelines in our studio policies, which we feel are more than accommodating. Please make every attempt to attend all of your classes while learning and rehearsing your recital routines. It affects the entire class. Whether a student who has been continually absent may still participate in the performance will be at the instructor's discretion. **More than 3 absences would be considered excessive.** Please communicate with your instructor's of any planned absences. Private lessons may help keep them eligible for performance.

**Show Day:** When that day finally arrives, here's what you can expect. Performers will need to be at the backstage door 30 minutes prior to show time. Not earlier, and not late. They will be escorted back stage where they will wait for their time to perform. Monitors are set up back stage for them to watch the show while they wait. They may bring books, small toys or games, etc, but NO FOOD is allowed, and NO CRAYONS either (they get smashed into the dance shoes, and makes the stage dangerously slippery, as we witnessed one year). After they perform, they will wait until the finale, when all the dancers go back on stage, and then a parent may come pick them up directly from the front of the stage. **WE WILL NOT RELEASE ANY CHILD BEFORE THE END OF THE PERFORMANCE.** Also, once we start the show, the backstage is on lock down and you will not be able to drop your student off late. This is for the safety of your child and to keep the backstage organized and efficient. We cannot have children coming and going in the middle of the performance and be held responsible for each and every one of them. Besides their few minutes on stage, being backstage can be a very exciting part of the recital. If you feel your child cannot be without you for 2 ½ hours, or if you are not comfortable with this policy, please discuss your concerns with their teacher and if necessary, decline to take part. No rude, inappropriate or violent behavior will be tolerated at the venue. If you create a problem with other audience members, with DS84 staff and/or Glendale staff, you will be escorted from the premises. You will not be welcome back to Dance Studio 84. This is intended to be a fun event for all, and we will be diligent in our efforts to provide a positive, safe, and organized environment for all.

**June tuition:** We will only be having classes for 2 weeks in June. June tuition is ½ price, and it is due WITH the May tuition, by May 15<sup>th</sup>, before the performances take place. As stated in our studio policy, there are no refunds for missed classes, however, if you miss during the two weeks in June, you will have the entire summer to take make-ups.

**Final Note:** Before returning your sheet and ordering costumes and tickets, please understand that performing in the recitals is by no means mandatory. While we hope that each student has the opportunity to perform and we go to great lengths to make it a fun process, an even more fun performance and something our students can be very proud to be a part of. At the same time, we also realize that this can be costly, and that it may be much more commitment than you are ready for at this time. This is fine. We present these shows as an outlet for the teachers to inspire to showcase the progress of their students, and for the students to have the opportunity to "show off" their accomplishments to their family, friends, and a very large audience. They feel a tremendous amount of satisfaction and pride in the result that their hard work helped create. If you choose not to have your child perform, class time is still completely worthwhile, but please inform your instructor and the desk person so that we know not to question costume payments not being made, and teachers can choreograph accordingly.

Teachers will be starting the routines soon – some immediately, some within 6 weeks. We're already very excited about it and look forward to yet another year of excellent performances.

Keep all this information handy. Mark your calendars. It may seem overwhelming at this point, but the recitals are great fun, and after this initial rush with costume orders - all of which happens simply because costumes have to be ordered so early to get here in time - besides attending your classes, there's not much more to worry about. (We'll take care of that for you☺!)

**Happy Recital 2019! Enjoy it all – it is a lot of FUN!!! ☺**