

Take Five Dance Academy's
Once Upon a Time
JUNE DANCE PRODUCTION 2017

If you have any questions, please give us a call at **(623) 932-1342**.

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JUNE DANCE PRODUCTION PACKET 2017

Once Upon a Time

Preparations are underway for Take Five Dance Academy's 26th annual dance production. Teachers and staff members are hard at work preparing for a FABULOUS, ORGANIZED and ENTERTAINING production.

Recital Performances:

Thursday June 22, 2017 @ 7:00 pm
Friday June 23, 2017 @ 7:00 pm
Saturday June 24, 2017 @ 11:00 am (Matinee), 3:00 pm (Matinee) and 7:00 pm
Sunday June 25, 2017 @ 3:00 pm (Matinee)

Dress Rehearsals:

Tuesday June 20, 2017 All Ballet Classes (6 yrs. Old & Up)
Mini Ensemble, Youth Ensemble, Company,
Fifth Element and 11+ A, B, C.
Times to be announced.

Wednesday June 21, 2017 All Other Classes
Times to be announced

Dress Rehearsals & Recital Performances Location:

WESTVIEW HIGH SCHOOL THEATRE
10850 West Garden Lakes Parkway, Avondale 85392 • (107th Ave., south of Indian School Rd.)

1. Permission Slip and Costume Payment Information

Enclosed is our annual production permission slip. Please sign and return with your costume payment.

Permission Slips & Payments are due during the week of

Tuesday, Nov. 1 - Saturday, Nov. 5, 2016

Costumes are payable with cash or Visa/MasterCard debit/credit cards. No checks.

IMPORTANT – THERE ARE NO REFUNDS!

2. Late Costume Payments

Costume ordering will start and finish during the week of November 7-11. Once our orders have been placed with the costume companies, we may still be able to accept your costume payment, with an added \$20.00 late charge, per costume. This policy will be strictly enforced. Costume companies charge more for costumes that are purchased individually than they do for bulk ordering.

Please do not take any chances. It is imperative that everyone meets our deadline in order to ensure adequate time for costumes to be made, shipped, sorted, labeled and handed out in time for class pictures.

WE CANNOT GUARANTEE THAT LATE ORDERS WILL BE HERE IN TIME FOR CLASS PICTURES.

3. Costume Price List

Group Picture fees are due at the same time as your costume payment. See Section 4 on the next page.

	<u>Paid BY Nov. 5, 2016</u>	<u>Paid AFTER Nov. 5, 2016</u>
ALL BOYS (deposit for each costume)	\$25.00	\$25.00
Creative Dance (3 year olds)	\$70.00	\$90.00
Intro to Dance (4 year olds)	\$70.00	\$90.00
Dance Basics (5 year olds)	\$70.00	\$90.00
Primary Dance (6 year olds) Ballet, Tap, Jazz, Hip Hop	\$70.00	\$90.00
Acro 1 and 2 (4-6 year olds)	\$70.00	\$90.00
Hippity Hop (4-5 yr olds)	\$70.00	\$90.00
Ballet Elementary A, B, C (7-10 year olds) • Secondary A, B, C (11-12/Teen)	\$90.00	\$110.00
Tap Elementary/Secondary A (7+ year olds) • Elementary/Secondary B (7+ year olds), White, Green, Purple	\$90.00	\$110.00
Jazz Elementary A, B, C (7-10 year olds) • Secondary A, B, C (11-12/Teen)	\$90.00	\$110.00
Acro Elementary A, Silver (7+) • Elementary B (7+) • White, Green, Purple	\$90.00	\$110.00
Hip Hop Elementary A, B, C (7-10 year olds) • Secondary A, B, C (11-12/Teen)	\$90.00	\$110.00
Lyrical Secondary A, B (11-12/Teen)	\$90.00	\$110.00
Fab Fives 5 yr old Tues. 5:15 pm Class	\$115.00	\$135.00
Fab Fives 6 yr old Thurs. 5:15 pm Class	\$120.00	\$140.00
High Fives Class	\$90.00	\$110.00
Jr.Element Class	\$90.00	\$110.00
Mini Ensemble Class	\$90.00	\$110.00
Youth Ensemble Class	\$90.00	\$110.00

COMPANY LEVELS 1, 2, 3 & 4 and Fifth Element WILL HAVE A SEPARATE PRICE LIST.

4. Picture Week - Class Group & Individual Pictures

Class Group Pictures:

Take Five Dance will charge a **\$5.00 fee per student, per class picture** (not to exceed \$40) **which will be due at the time you purchase your costume.** For this small amount, your child's picture will be included in the program book. *This fee does not include the purchase of the class picture.*

Picture Week will be Tuesday, February 28th - Monday, March 6th. *B and R Photography* will be at our studio to photograph class and individual pictures that can be purchased online. These pictures will be used in our full color recital program book. Additional information about Picture Week and will be available in January.

Because our teachers and office staff are required to assist at the class pictures, we will not be altering our February or March tuition. Makeup classes are highly encourage and available.

5. Costumes, Accessories & Costume Book

Enclosed you will find our costume price list. The price indicated is for the costume only. Parents are responsible for the purchase of tights and shoes. The Costume book will be available mid October at the Office. The book will list all the accessories you will need for your costume.

6. Performance Schedule

The Performance Schedule for your child will be posted on our website (www.TakeFiveDance.com) and bulletin boards in April. Each year we do our best to schedule as many siblings, in a family, to perform in the same show, but it is not guaranteed.

7. Costume Measuring in October

During the month of October, Take Five Staff and Teachers will be measuring students for their costumes in class. Their bust, waist, hips and girth are measured and extra room will be allocated for each child's growth. Please fill out your child's approximate clothing/leotard size for June on your recital permission slip. It is very helpful for the proper ordering of costumes.

8. Mandatory Recital Parent Meeting Week

Each year we designate a week in May to conduct mandatory parent meetings during your dancer's class time. Please make sure dancers attend the meetings. Some meetings will not last the full class time.

All information, procedures and guidelines pertaining to dress rehearsal and the shows will be given out. If you are interested in being a Room Mom or volunteer, you will be able to talk to the teachers at the meeting. It is imperative that at least one adult from each family be at the meeting. Please note that there will be no altered tuition in May.

MANDATORY PARENT MEETING WEEK:
Monday, May 15th thru Saturday, May 20th
during your dancer's regular class time.

9. Ticket Purchasing

All proceeds from ticket sales will go towards the cost of renting the theatre and dressing rooms, paying the high school staff, maintenance, security, Take Five Dance's teachers and office staff, the rental of lights and digital equipment, the publication of the program book and any other recital expenses that we incur. Parents that volunteer as room moms, backstage help, and audience coordinators do not need to purchase a ticket.

Adult Tickets - \$16.00

Seated Children Ages 12 & Under - \$10.00

*******RECITAL TICKETS ARE NON-REFUNDABLE.*******

*******WE ARE NOT RESPONSIBLE FOR LOST TICKETS.*******

9a. Allocated Ticket Sales

In an effort to ensure core family members (dad, mom, siblings) get to see their dancer perform, your family will be allocated 4 tickets for each show your child is in.

The 4 allocated tickets **ARE ONLY AVAILABLE during May 15th - 20th** (Parent Meeting Week).

Out of town during Parent Meeting Week?

Ask another family member, neighbor or friend to purchase your 4 tickets. Our shows can SELL OUT. Plan accordingly.

**IF YOU DO NOT PURCHASE YOUR 4 ALLOCATED TICKETS
YOU RELINQUISH YOUR RIGHT TO A GUARANTEED SEAT.**

9b. Families with Siblings

Each year we do our best to schedule as many siblings in a family to perform in the same show. For siblings performing in different shows, we will allocate 4 tickets per show, per family. These tickets must be purchased during the **Parent Meeting Week**.

9c. Unlimited Ticket Sales

All remaining, unsold tickets will become available for purchase as of **Monday, May 22, 2017**. At that time, all families will be able to purchase an unlimited amount of tickets. Please remember that the shows sell out very quickly. If you want to be sure your "extended family" gets the opportunity to see their favorite dancer perform, be prepared to purchase all additional tickets as soon as possible.

10. Classroom Viewing / Closing Classroom Blinds

Starting in **February** we will be closing the blinds on all classroom observing windows in order to start working on choreography for the shows. Closing the blinds will help the dancers stay more focused and have fewer distractions. We will open the blinds for viewing during the last week of each month.

11. Recital Production T-Shirts

Take Five Dance Academy's Souvenir Recital t-shirt will be available for purchase in the Spring. Our recital t-shirt will be **\$20.00** and available in youth and adult sizes.

12. Recital Production DVDs & Blu-rays

A professional media company will be filming our shows. DVDs will be available for purchase. The approximate price will be between \$40.00 to \$45.00.

Absolutely no individual filming or flash photography will be allowed during the performances. This policy will be strictly enforced. Filming is allowed at dress rehearsals only.

13. Purchases at Westview High School - Cash Only

During dress rehearsals and recital shows, all Take Five Dance purchases will be on a cash only basis. We will not have our debit/credit card equipment.

14. Production Program Books & Personal/Business Ad Space

One complimentary program book is given to each person who buys an adult recital ticket. The full color playbill includes our show line-up and class pictures of all of our routines. In addition, we offer ad space within this publication to showcase individual dancers. Ads can also be used to promote businesses.


BUY YOUR AD SPACE TODAY!

Program Book Ads for June Recital 2017

Creating Lifetime Memories

**Family & Friends
are
welcome
to *SHARE*
ad space!**

- Personal well wishes to Dancers.
- Thank You's to Instructors
- Family & Friends to share Memories
- Business Advertising



LILLY

Good luck at your recital!
Watching you makes our hearts dance with happiness.
WE LOVE YOU!



Valentina

We are so proud of you & we love you very much.
Love - Your Family



**ADS & FULL PAYMENT DUE
APRIL 8TH**



Prices & Ad Sizes:

1/4 Page.....	\$110.00 (1 photo & text)
1/2 Page.....	\$160.00 (3 photos & text)
Full Page.....	\$270.00 (8 photos & text)

To insure the best design quality:

Avoid cutting, cropping, gluing, stapling or paper clipping photos.
No collages or pre-designed ads will be accepted.
We will enlarge and reduce photos as necessary. We will also crop each photo to its best advantage.
We reserve the right to reject photos or text or ask to make changes to conform to the standards of Take Five Dance Academy.

TAKE FIVE DANCE ACADEMY - JUNE DANCE PRODUCTION 2017 PERMISSION SLIP

Child's Name: _____ [] GIRL [] BOY

Parent's Name: _____ Parent's Signature: _____

A APPROXIMATE SIZE IN JUNE - PARENT MUST CIRCLE ONLY ONE:

Child Size- 4 6 8 10 12 14 16 **OR** Adult Size- Small Medium Large X-Large 2X-Large

Your child's costume will not be ordered unless this section is completed.

This will be used in case their measurements are on the border line of a size. To ensure proper sizing and ordering of costumes, please circle the approximate leotard size your child will be wearing in June.

BOYS ONLY: Must pay a \$25.00 deposit per class and will be billed at a later time. **Pant Size** _____ **Shirt Size** _____

B LIST OF YOUR CHILD'S CLASS INFO AND COSTUME COSTS

CLASS	DAY	TIME	TEACHER	COST	OFFICE USE
1.				\$	_____ CLICK REC. IN DW
2.				\$	_____ CLICK REC. IN DW
3.				\$	_____ CLICK REC. IN DW
4.				\$	_____ CLICK REC. IN DW
5.				\$	_____ CLICK REC. IN DW

By signing, I acknowledge that I have read and agree to follow the items described below on this permission slip. Also, I hereby give my permission for my child to perform in Take Five Dance Academy's Annual June Dance Production.

Recital Packet & Policies: I have received the Recital Packet or have downloaded it from www.TakeFiveDance.com. I have read the packet thoroughly, in its entirety, and fully understand that I must abide by the Studio, Recital, and Ticket Purchasing Policies.

Costume: I will pay for all costuming required for the performance with the understanding that it will become my property upon completion of payment. I have received the list of class performances and understand that my dancer(s) will not be able to change classes once costumes are ordered.

Tuition Will Not Be Altered & Account Balances Must Be Paid: I understand that February, March, May and June tuition will not be altered due to Take Five teachers' involvement with class pictures, parent meetings, dress rehearsals and performances. I understand full June tuition, costumes, tickets, and any other balance on my account must be paid before my child/children may participate in the dress rehearsal and performances.

Mandatory Parent Meetings: I am aware that an adult representing my child/children must attend the Mandatory Parent Meeting(s) in order to ensure organized dress rehearsals and successful performances.

Purchases/Payments: I acknowledge all the financial obligations in participating in the June Recital. I understand that all sales of costumes and tickets are final. There are no refunds. I also understand that costumes and DVDs **must be picked up within 30 days of delivery**. Take Five Dance Academy is not responsible for items not picked up by September 1, 2017.

Accident or Injury: I release Take Five Dance Academy and its staff from any responsibility for any accident or injury incurred during class, rehearsals or performances at Take Five Dance Academy and/or Westview High School.

Method of Payment: **NO CHECKS.** Cash / Debit or Credit (Visa/MasterCard)

OFFICE USE ONLY (INT. EACH STEP):
DATE ____/____/____ REC _____ EXTRA [] SPECIAL []
MEASUREMENTS IN DW _____ ROLL BOOK _____ NAME _____
PUT MARK PAID and CIRCLED SIZE ON MEASURE SH. _____

GRAND TOTAL \$ _____

GROUP PIC FEE \$ _____
(\$5.00 for each class, not to exceed \$40.00)

BALANCE DUE \$ _____

PLEASE NOTE:
If you are purchasing a costume **AFTER NOVEMBER** your child MAY NOT be in INDIVIDUAL or GROUP PICTURES.