



DEMAIRA DANCE STUDIOS INC.

4705 W. Lawrence Ave. Chicago, IL 60630

(773)283-3593

RECITAL NEWS

ISSUED JANUARY 2016

It is once again that time of year when we begin to prepare for the annual recital. This is a very special occasion! Please read the following information carefully.

DATES TO REMEMBER:

RECITAL: Sat. June 18 at Dominican University 7900 W. Division in River Forest, 6:30pm

DRESS REHEARSAL: Thursday, June 16, times are TBA, also held at Dominican University. We will go in age order, not show order and classes will be given assigned rehearsal times

PICTURE DAY: Pictures will be taken by Ms. Colleen, Photos By SLCK at the Chicago dance school on Wednesday, June 15; times are TBA.

EXPENSES & DUE DATES:

REQUIRED:

Recital Fee: \$200, the permission slip, the costume order form & a minimum of \$100 are due by February 6, this is non-refundable. This includes dress rehearsal, 4 admission tickets to the recital, a DVD, one costume and one pair of tights. Families or students in more than one class pay \$75 for each additional costume. The fee is \$215 if you sign up after February 6. We first must confirm we will be able to have a costume shipped in time for the recital. See Kathy or Joe to sign up after February 6. We are willing to work with you if you need to divide the recital fee into payments: Two Payments: \$100 now, \$100 next month; Three payments: \$70 now, \$65 by the end of February, \$65 by the end of March, etc. Again, this is non-refundable.

OPTIONAL:

Tickets: There are no limits on ticket purchases. There is one set price for all seats: \$15. It is general seating, tickets go on sale at the school on June 6. Children age 2 and under and designated volunteers do not need a ticket.

Pictures, class & individual: As much as you want to spend, payable to Colleen Coyne

T-Shirts: \$20-\$25; optional

Program Well-Wishers: costs vary, you can send your dancer a personalized message

Ads: costs vary, businesses have the opportunity to advertise in our program

RECITAL POLICY: All recital expenses are non-refundable. Any student with an outstanding bill on tuition, costumes, etc. will not be allowed to perform in the recital.

ABOUT THE RECITAL: The recital is about two hours long and features all of our classes including performances by teachers. There is no intermission. The dancers and volunteers get to watch the recital from the balcony. Dominican University has over 500 free parking spaces and is air-conditioned. Flowers, water and candy are available for purchase at the theater the day of the recital.

The recital is an exciting event and a wonderful way to celebrate all the accomplishments the dancers have achieved over the past year. We hope all of you will participate!

Sincerely, Kathy, Joe & Staff

RECITAL DETAILS & EXPLANATIONS:

***When you have finished reading all of this material, you should decide if you want to be in the recital. Participation is optional; students who choose not to participate are welcome and encouraged to stay in class throughout the year.
Please let us know if you have additional questions.***

Why are we starting now? We want to be well rehearsed. Also, we have to start preparing now and order the costumes as soon as possible in order to receive them in time.

RECITAL FEE: The recital fee & ticket sales pay for the following recital expenses: costumes, rental of the theater at dress rehearsal and for the show, theater personnel, ie. lighting technicians, & back stage techs, custodians, plus the printing of tickets and any expenses incurred in producing the show, including office staff salary for time spent organizing costume orders, etc. renting scenery, etc. plus a DVD. The well-wishers and ads pay for the cost incurred putting together the program. Tuition paid during the year covers school expenses such as rent, payroll, utility bills and basic school operating expenses.

PERMISSION SLIPS: Due with the recital fee by February 6. Please print neatly on the permission slip; we will refer to these to type the program. Students/families who are in more than one class must list all classes on the form.

COSTUMES: You will receive a separate order form with a costume description and instructions on how to measure your dancer for their costume. Each costume company has its own size chart. Remember, you are taking measurements now, but your dancer must fit in the costume five months from now. You will be asked to turn in this form very soon. If your costume includes tights, it will indicate so on the order form. See your teacher with additional costume questions. Costumes will be distributed when they arrive. **Please note there are no refunds or exchanges. Dancers are responsible for any alterations needed.**

CHOREOGRAPHY: The theme is "iPod Shuffle...what's on your playlist?". The teachers will be choosing music to go with the theme.

T-SHIRTS: Orders will be taken in April for a specially designed recital t-shirt. A few additional t-shirts will be ordered to sell at the recital, however, once supplies run out, we will not be able to order more. To secure your recital shirt be sure to place an order. Cost is \$20-\$25. Details on colorings and style are also TBA.

PROGRAM: The recital program will feature well wishers which allows you to put a personal message in for your dancer for a fee. Businesses will also have the ability to advertise in our program, prices will vary. More information will be sent home about these opportunities.

TICKET SALES: Sales start June 6, tickets are \$15 each and available for purchase in the office. It is general seating; seats are available on a first come basis, however, we strongly discourage the saving of seats. The theatre is large and you can see clearly from all seats. Tickets will be for sale at the theatre the day of the show, cost is \$15 each at the box office. There are no refunds. Please note that performers and volunteers do not need a ticket.

VOLUNTEERS: A separate sign-up is attached regarding volunteers. These are the helper moms and big sisters who sit with the children's classes during the show. These are ushers/ticket takers/program hander-outers, etc. Volunteers do not need a ticket! Certain positions are needed at dress rehearsal as well as recital and stay the duration of the show.

PICTURE DAY: Pictures will be taken at the dance school on Wednesday, June 15. Exact times will be assigned for each class and are T.B.A. Order forms and fees will be due on picture day, payments are made directly to Colleen Coyne. Digital pictures will be e-mailed directly to you from Photos by SLCK. There are no refunds.

MAY/JUNE TUITION: May/June tuition is due between April 25- April 30 and covers April 25 –June 13. There is a \$10 late fee for tuition paid after the due date. May tuition covers seven weeks of classes. You are not charged for dress rehearsal, photos or Memorial Day.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 24	25 Tuition Due	26	27	28	29	30
May 1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	Closed 30	31	June 1	2	3	4
5	6	7	8	9	10	11
12	Classes 13 Today	Closed 14	Picture 15 Day	Dress 16 Rehearsal	Closed 17	Recital 18

Monday, May 30 is Memorial Day and we are closed; there are no classes on this day. *There are no classes after June 13.* Thursday, June 16 is dress rehearsal at the theatre and the show is Saturday, June 18 at 6:30pm.

DRESS REHEARSAL: Thursday, June 16, Dress rehearsal is held in the afternoon and evening in age order at the theatre. Each class will be assigned a time to come to the theatre; for example: Miss Kathy’s advanced teen hip hop class may be assigned to come between 7:30-8:30pm; that means they should arrive at 7:00pm and be ready to dance anytime between 7:30-8:30pm. Dancers should wear their costume. You may leave after your class is done rehearsing. Parents who wish to videotape the dress rehearsal must sit behind the 7th row.

RECITAL DVD: The recital package includes a DVD of the show. You will be notified as to when these are available for pick-up. Parents are still allowed to video from their seat; however, tri-pods are not allowed in the aisles or in your row. The video company is Howling Sow.

RECITAL: Saturday, June 18, at 6:30pm. Please note: There is no receptionist working at the school on June 18. All business must be completed before recital; there will be no one to answer the phone, sell tickets, etc. All tickets must be purchased at the theatre box office on this day.

THANK YOU for choosing DeMaira Dance Studios, Inc. We know you have many choices and your patronage is a reflection of the quality of our teachers, classes and school.

Sincerely,

Kathy & Joe

Recital Is June 18

DEMAIRA DANCE STUDIOS INC.

4705 W. Lawrence Ave Chicago, IL 60630 773-283-3593

THIS PERMISSION SLIP AND THE
RECITAL FEE SHOULD BE TURNED IN BY FEBRUARY 6.

Please list below the dancer's name as it should appear in the program.
No middle names. Please print neatly. Thank you! ☺

Name: _____

Please circle class day: MON TUES WED THURS FRI SAT

*Please list what time: _____ Teacher: _____

*If you are in multiple classes, please list all of those classes on the bottom of this form.
We use this form to type the show program. No listing could result in your name missing.

By signing this form I give my child permission to perform in the recital. I am aware of the recital expenses. I understand there are no refunds. All dancers under the age of 18 must have this form signed by their parent or legal guardian.

SIGNATURE OF DANCER (over 18), OR PARENT/GUARDIAN

List additional classes or siblings below:

DEMAIRA DANCE STUDIOS INC.

4705 W. Lawrence Ave Chicago, IL 60630 773-283-3593

VOLUNTEERS are needed for the recital. PLEASE fill out & return the following form. Thanks! ☺ Volunteers do not need a ticket for the recital!

NAME: _____ PHONE #: _____
Home Cell

Please list your class or your child's name, class, (day, time, teacher) etc.

Please check off what you would like to volunteer for:

_____ HELPER MOM OR BIG SISTER: This is to help the younger students to and from the stage, bathroom, and sit with them to watch the show from their assigned rows. **You will be needed for dress rehearsal and the show.** One to two backstage helpers are needed for each class. Women only.

_____ USHERS: This is a great job for dads, brothers, uncles as well as sisters, aunts, etc. These people take tickets, hand out programs and help people to their seats. Ushers should wear a white shirt and black pants/shorts and will need to bring a flashlight. You watch the show from the back of the theatre. Ushers are needed on the day of the recital only, one hour and 15 minutes before showtime. Ages 16 & up.

_____ RUNNERS: This is a great job for dancers performing in only one routine in the recital. Runners let the dancers know when it is time to line up. **You are needed at the dress rehearsal and at the recital.**

_____ BACK STAGE ASSISTANTS: This is a great job for dancers performing in only one routine in the recital. Assistants stay backstage and keep the dancers lined up, make sure tap shoes are tied, etc. **You are needed at the dress rehearsal and at the recital.**

You will be contacted by note or phone when the recital gets closer. THANK YOU!