



# Recital Handbook

## 2019 - 2020

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# Table of Contents

<b>Table of Contents</b>	<b>2</b>
<b>About Recital</b>	<b>4</b>
Edgez Dance Emergency Contact Information	5
Staying Informed	5
Attendance	5
Withdrawing From Recital	5
Performance Package Cost	6
Ten on Two Discount	6
Family Discount	6
Additional Costs/Add-ons	6
Tights	7
Nude Leotards	7
Costume & Shoes	7
Shoes styles for recital	7
Hair & Makeup	8
Dressing for Picture Week & Backstage	8
Backstage Parents (BP)	9
Recital DVD	9
<b>Recital Portraits/Picture Week</b>	<b>10</b>
Photo Count	10
Family Photos	10
Photo Distribution	11
<b>Tickets</b>	<b>11</b>
Ticketing Policies	11
<b>Dress Rehearsal</b>	<b>12</b>
Benefits of Dress Rehearsal	13
Fine Print & Agreements	13
RECITAL CONTRACT	14

# About Recital

**EDGEZ DANCE RESERVES THE RIGHT TO CHANGE TIMES, DATES, AND INFORMATION IF NECESSARY. PARENTS/GUARDIANS WILL BE INFORMED OF THESE CHANGES.**

Edgez Dance offers a spring recital each year that offers our students a professional environment for their performance. This allows them to present the results of a year's hard work, dedication, and progress to their families and friends. A huge part of dance training is learning through performance. Performance opportunities can not only prepare students for a possible career in dance, but contribute to success in other non-dance activities. The rehearsal process is a tremendous learning experience as well. Dedication to recital is the responsibility of both students and their parents. Edgez Dance has created this handbook for as a source of information and to further explain commitments and responsibility both students and parents need to have to make our annual recital a success. Please share this information/this handbook with other guests that will be attending our recital.

**YOUR STUDENT WILL BE WITHDRAWN FROM RECITAL IF...**

Your student(s) misses dress rehearsal. Students will be given a call time to arrive for dress rehearsal and are expected 5 minutes before or at this time and **NO LATER**. Edgez Dance has specifically rented out the time needed to give each group of students the opportunity to practice on stage. If you miss call time you could miss your dress rehearsal time be at *RISK FOR BEING WITHDRAWN FROM RECITAL*. Students that **DO NOT** attend tech/dress rehearsal **CANNOT and WILL NOT** participate in recital. There will be **NO REFUND** for any costumes, souvenirs, fees, tickets, or similar purchases if a student cannot perform in recital due to the absence of the student at tech rehearsal and/or dress rehearsal.

All students at Edgez Dance are expected to participate in our spring recital. We believe it can be discouraging to some students when they hear they are not going to be performing like every else, nor having pictures or getting a costume. Any fees for recital costumes, recital tickets and other items as such are non-refundable. Once a recital costume has been ordered for you, you are responsible to pay for that

**Show Name: Animalz**

Performance Date: Saturday April 25th, 2020

Performance Time: TBA

Venue: Colonial High School PAC

Address: 6100 Oleander Dr, Orlando, FL 32807

## Edgez Dance Emergency Contact Information

(321) 209 - 3415 Call or Text

\*Calls will only be answered for emergency purposes - text for other questions\*

### Staying Informed

We work hard to make our recital experience organized and fun. Open communication is one of our primary concerns but it is your responsibility to read the information provided. News, important parent and student information, contact information, and more are available on our website 24 hours a day. Newsletters are posted at [www.edgezdance.com](http://www.edgezdance.com) in addition to the important updates online additional information is written on the chalkboard in our lobby. If you have any questions regarding the information distributed, we encourage you to contact the office at (321) 209 - 3415, Monday - Friday between the hours of 5:00pm – 8:30pm. We also answer emails on a daily basis: [melissa@edgezdance.com](mailto:melissa@edgezdance.com)

### Attendance

Beginning February 19th, 2020, students are expected to be in **EVERY** class there are no **make-ups, no discounts, or refunds on tuition for missed classes**. These choreographed group numbers are specifically created for a certain number of students. When one is absent it can affect class/rehearsals negatively due to spacing, group/partner stunts and overall choreography of the piece. **Students can only miss up to 3 classes after February 19th, 2020.** Once the student misses the 4th class the student will be withdrawn from recital. Students that arrive 15 minutes or later will be marked late (2 late notes = 1 absence) (*Legitimate documented excuses - Family death, Sickness, Vomiting or Contagious - will be on a case-by-case basis.*)

### Withdrawing From Recital

**After December 2nd:** If you desire to no longer participate in a class, you must sign a drop form by the **1<sup>st</sup> of the month**, forms filled out after the **15th will owe for the next month**. You are responsible for all tuition fees, even if you are no longer taking class(es). Example: If you wanted your last month to be December, the drop form would have been due by December 1st, if the form was filled out on or after December 15th you are responsible for January tuition.

*Costumes are ordered once payment is received and payment is non-returnable. As of December 21st all students not participating in recital will be automatically withdrawn.*

## Performance Package Cost

Edgez Dance offers an all-inclusive no-stress package with all recital needs with savings over \$60 within each package.

**Performance Package** – Per Student Includes: Measuring/Alteration Fees, Shipping/Reorder Fees, Photographer Fees, Videographer Fees, (1) Recital T-shirt, (1) Backstage Basket, (1) DVD (per family of dancers), Recital photos (see description in recital photos below), 2 free tickets for dress rehearsal

- **Performance Package 1: \$175**
  - ◆ (1) Costume w/ tights; (1) Garment Bag w/ 1 hanger
- **Performance Package 2: \$235**
  - ◆ (2) Costumes w/ tights; (1) Garment Bag w/ 2 hangers
- **Performance Package 3: \$298**
  - ◆ (3) Costumes w/ tights; (2) Garment Bags w/ 3 hangers
- **Performance Package 4: \$358**
  - ◆ (4) Costumes w/ tights; (2) Garment Bags w/ 4 hangers
- **Performance Package 5: \$415**
  - ◆ (5) Costumes w/ tights; (3) Garment Bags w/ 5 hangers

**½ of the full payment will be due November 23rd & ½ will be due March 7th  
(If you wish to make additional payments in between you may do so)**

Recital packages that aren't paid in full by March 7th will have a \$10 late fee applied.

***Students that don't show up for recital day, photo day/week or alteration day/week forfeit their opportunity for that service. There are no refunds for any individual items as this is an all-inclusive package deal. Costumes not picked up by recital will be the property of Edgez Dance.***

### Ten Discount

*\$10 off total costume package - when you pay on or before November 23rd.*

### Family Discount

*\$30 off per family member after the 1st student*

Example: (2) students, (1) costume ea. = \$350 - \$30 = \$320

### Additional Costs/Add-ons

Nude Leotard: \$15	Additional DVD: \$30	Additional Tights: \$10	Additional T-shirt: \$20
Hair & Make-up: Picture week or recital: \$25 per time		Hip-Hop Shoes: \$25 - \$35 depending on style (required for hip-hop students)	

## Tights

Each student receives all colored and styled tights needed for costumes included in the recital package. If you have (1) Ballet costume & (1) Tap Costume you will receive (1) Pink & (1) Tan pair of tights – **(2) pairs of tights total**. If you have a Tap costume & a Jazz costume that both require tan tights you will receive (1) pair of tan tights – **(1) pair of tights total**. Tights **WILL NOT** be replaced if parent/student damages or loses them before recital. The parent/student will be responsible to replace those tights for recital.

## Nude Leotards

Students that are in the quick change area or have multiple costumes are advised to purchase a nude leotard. If you wish to purchase one from Edgez Dance, it should be filled out in the performance package contract.

## Costume & Shoes

All students will be assigned a costume per class by the instructor. All students will be assigned a shoe style and color per class per the instructors and parents will be responsible to purchase these. All Hip-Hop students will be required to purchase their Hip-Hop shoes through Edgez Dance & the shoe payment will be added into the performance package fee. All other students within other styles can purchase their shoes from Edgez Dance or another source but should have the correct color and style. Students must have their correct shoes by picture week, those that do not, risk of not being involved in picture week and recital.

Hip-Hop Students will have specific styled shoe that will be required with their recital costume. This will be an additional fee that will be added in addition to the performance package. Parents should anticipate the Hip-Hop sneakers to be \$25 - \$35, depending on the style of the shoe. Just the same as the jazz students buy jazz shoes in the beginning of the year, we required Hip-Hop students to buy a specific shoe for recital.

## Shoes styles for recital

Ballet: Pink Ballet shoes (GIRLS) // Black Ballet Shoes (BOYS)

Jazz/Theatre Jazz/Acro Dance: Tan Jazz Shoes

Tap: Black Tap Shoes

Contemporary: Tan Half-Soles

Hip-Hop: Low-Tops, High Tops or Boots (Picked by instructor)

***\$25 - \$35 for Hip-Hop Shoes will be added to your performance package***

## Hair & Makeup

All students will be assigned hair & makeup for picture week and recital. Edgez Dance expects that parents/guardians/students follow these directions to ensure a professional look among the group photos/performances.

Edgez Dance has the right to change any hair or makeup that is not correct. (Example: Ballet bun not high enough, incorrect side for ponytail etc.)

Recital Makeup: Natural foundation/No foundation, Pink Blush, Red Lipstick, Browns for eyeshadow, Black eyeliner/mascara (if desired - No winged/cat eyeliner)  
*Makeup is just supposed to enhance natural features on your student's face.*

Those that feel uncomfortable doing hair/makeup may have Edgez Dance do their students hair/makeup for a fee of \$25.

## Dressing for Picture Week & Backstage

Backstage parents and Edgez Dance Staff will be responsible for helping those who need help changing into their costumes for picture week, rehearsal and recital. Parents should help their student practice on how to change and dress themselves as much as possible. Parents that have a **serious issue/concerns** with BP's/Edgez Dance Staff helping their student change, may address their concern with Edgez Dance Staff to receive a solution in regards to dressing their student.

There is a **legal limit** on how many people can have in the studio for picture week and backstage for safety purposes. Edgez Dance CANNOT and WILL NOT allow all parents to come inside Edgez Dance during picture week nor backstage to dress their children, which is why we have staff members and volunteers to do so.

Students/Parents are to purchase the correct color & style of shoes required for each recital outfit. It is the parent's responsibility to label ALL items in order to prevent other students accidentally taking something that is not theirs – that includes shoes. Edgez Dance is **not responsible** for lost or stolen goods at Edgez Dance's facility nor off-site locations. ALL payments received for recital fees and costumes are non-refundable.

## **Backstage Parents (BP)**

For recitals we will be assigning one - two parents to help a class as a Backstage Parent or BP for short. If a class has 3 - 4 students, their class may be combined with another small class which means there will be one BP for those 2 classes. Edgez Dance will accept parents/guardians that volunteer but the final decision on who the backstage parent is, will be chosen by Edgez Dance. Parents should understand that not every parent can be chosen for a BP position. Edgez Dance has the right to deny a parent/guardian the right to go backstage.

Edgez Dance will require all BP's to stay backstage with that specific class that they are overseeing. BP's will not be allowed to exit to the theatre to watch their students perform but instead will be allowed to watch sidestage. BP's will not be able to sit with their family for recital, as they will be watching from the wings. BP's do not have to purchase tickets for the recital.

In order to be a BP parents must be:

- Be recognizable by Edgez Dance Staff
- Provide a copy of your Driver's License
- Attend the two BP meetings prior to recital
- Must be available for picture week and recital dates

## **Recital DVD**

Our Recital is done by Coughlin Productions each year. Our Recital DVD is a professional recording of the recital performance, videotaped and edited. All families will be sent a link for the show of the recital that they can view and download. Families requesting a hard copy DVD must list so on their recital contract. Recital DVD are typically done & ready for pick up between 6 - 10 **WEEKS AFTER RECITAL HAS CONCLUDED. Pick up will be between the weeks of May 25th - June 22nd, 2020, and all dance families will be notified when pick will be.**

*Emails received that ask when the video will be ready, will be sent the statement above.*



# Recital Portraits/Picture Week

Recital Portraits will be done by: A&B Photography

The recital Portrait fee is included in your recital package listed above

**Picture week be February 19th - 25th (tentative).**

Picture week will be done within class time as much as possible. Some classes or individual times may be scheduled on Friday/Saturday if extra time is needed. The schedule will be determined by Edgez Dance. Students will be assigned makeup, hairstyles, costumes, specific colored shoes & tights that will be chosen by Edgez Dance staff to wear for picture day/week & recital. All photos will be chosen by the photographer/Edgez Dance Staff.

Those individuals who can not make it to their class that week or do not wish to follow makeup, hairstyle or costume requirements can:

1. Opt-out of picture day/week - No refund will be given for this service
2. Choose to schedule an additional time with our photographer (additional \$15 sitting fee - This student may/not be edited into the group photo and will not receive a solo picture in place)

## Photo Count

Photo count is depending on costumes. Each student receives 3 solo photos per costume.

- Picture count is non-transferable to other students. Example: Student A can't only have 2 photos and "give" one of their photos to student B to have an extra.
- Example: 1 costumes: 4 pictures total
  - (3 solo pictures/per costume) + 1 group class pictures (1 per costume) = 4 pictures total

## Family Photos

Families may elect to "give up" one or two photos in place of a family photo for the dancers. Parents must notify Edgez Dance by November 2nd if they would like a "family photo" as well as which costume for which dancer. Family photos will try to schedule family photos on the same day as a student takes their photos but it is not guaranteed and students may be required to come an additional day.

## Photo Distribution

Edgez Dance offers all pictures digitally via Google Drive, by USB, or by CD. Edgez Dance will send all picture links via email to a Google Drive folder for you to download pictures. If you wish to have your pictures on a USB or CD you must provide them to Edgez Dance prior to February 15th, 2020.

Benefits of digital portraits with Edgez Dance – you have all the rights to pictures. You print as many, in any shape or form you choose by going to your local digital photo center. You can even send them through email or put them online for others to see.

All Dance portraits are typically done & ready for distribution between 12 - 16 **WEEKS AFTER PICTURE WEEKS. Pick up will be between the weeks of May 25th - June 22nd, 2020, and all dance families will be notified when pick will be.**

*Email sent asking when pictures will be ready, will be sent the statement above.*

## Additional Pictures

Photos are 1 photo for \$10, 3 photos for \$24, 5 photos for \$35, 10 photos for \$60. An additional \$15.00 sitting fee if needed more time to shoot photos.

# Tickets

Any Seat	Front rows (TBA)	General Admission
Day of show: \$20 per show	Pre-Sale Online: \$16 per show	Pre-Sale Online: \$14 per show
For each ticket purchased for one show, you get a ticket to the other show for half price		

## Ticketing Policies

- Tickets for Edgez Dance recital will be bought on Tututix. Any tickets purchased through Tututix are nonrefundable.
- Additional Tickets bought for family/friends through Tututix are non-refundable.
- Patrons may give the extra tickets to Edgez Dance to be resold at the table but we CANNOT guarantee resale for those tickets. Patrons will not be given cash or checks for resold tickets, Edgez Dance will apply the credit to their dance account.

# Dress Rehearsal

## Participation in the dress rehearsal is mandatory

Students will be given a call time and day to arrive for tech/dress rehearsal and are expected to arrive at this time and NO LATER – Edgez Dance has specifically rented out the theater for a set time to give students the opportunity to practice on stage – If you miss call time you could BE WITHDRAWN FROM RECITAL. Students that **DO NOT attend tech/dress rehearsal CANNOT and WILL NOT participate in recital.** There will be **NO REFUND** for any costumes, souvenirs, fees, tickets, or similar purchases if a student cannot perform in recital due to the absence of the student at tech rehearsal and/or dress rehearsal.

This year Edgez Dance will have two dress rehearsals one April 23rd and another April 24th. Students will be assigned to come to one or both, depending on which show(s) the student is in. This dress rehearsal is limited to viewers. This means other than the 2 viewers per family of dancer's, additional family members will have to wait outside the venue, as we are not renting the lobby space for April 23rd & 24th. Each family of dancers is allowed 2 observers for free and any additional viewers will be charged \$10 to be seated in the theatre during the rehearsal. There is no assigned seating but parents/guests should be seated in the designated rows at the rear of the theatre. Observers/guests should not disrupt, recommend ideas, or interrupt the rehearsal in any way including taking time away from staff, students or volunteers during the rehearsal. Individuals that are disruptive will be asked to leave the rehearsal, with no refund.

Each student will be required to stay until they perform their dances. Once they are finished they will be released to the lobby. Parents may drop off their student for the duration of rehearsal and come back to pick them up. However, there is no set time for student dismissal. Parents should meet their student in the lobby to leave the venue. Edgez Dance has a verified number of staff that will be in charge of groups of students to ensure their safety. Parents will be allowed to walk their students into the lobby where they will be checked in but from there, the volunteer will escort the students back to the stage. There will be no loitering in the lobby.

## Benefits of Dress Rehearsal

The dress rehearsal allows the students to become familiar with the auditorium surroundings and feel comfortable with their performance, costume(s), and being onstage. Lighting, music cues, set changes, and all other logistics for an organized and professional performance are rehearsed so that the students make the best impression possible. The key to a successful performance for your child is the dress rehearsal. Students have the chance to practice their stage entrances and exits and get used to being in such a large space. Students will be escorted to the lobby once they have finished all their dance number(s) for dress rehearsal. Parents should exit out to the lobby & meet their student(s) in the lobby, when the student is finished. Dress rehearsal and recital is the only time of the year we involve ALL Edgez Dance students in one production.

## Fine Print & Agreements

Once a costume is ordered for said student **it cannot be returned** and the student and/or parent is **liable for full purchase of the performance package** after it has been ordered. By signing the 2019 - 2020 recital contract, you agree to abide by all the rules and guidelines listed above, your student and/or you understand that **if any of these rules are broken your student and/or you maybe be removed from recital without a refund at any time**. Edgez Dance reserves the right to decline a family's return next year based the ability to follow policies stated or lack of payments. It is also unethical to release any confidential information that is the property of Edgez Dance such as student information, recital information, and choreography. It is also illegal to sell information that is the property of Edgez Dance LLC. The motivation for this contract is not for punishment but for each student to understand the level of commitment and dedication that is required from all students and parents to Edgez Dance, it's photographers, videographers, the recital venue representatives and other vendors.

Edgez Dance has the right to make changes as we see fit with and without notice, by signing the recital performance package contract you agree to all the guidelines, rules and procedures listed in the recital handbook.

Tuition is still due at the assigned dates regards of performance package due dates.

End of Document