

# MAILER #1




## A CAST AND B CAST PERFORMERS:

- **A Cast** performers will perform on Saturday, May 4<sup>th</sup> @ 1:30pm & Sunday, May 5<sup>th</sup> @ 4:00pm
- **B Cast** performers will perform on Saturday, May 4<sup>th</sup> @ 6:00pm & Sunday, May 5<sup>th</sup> @ 11:30am

## FINAL WEEK MANDATORY REHEARSAL SCHEDULE:

- **Tentative** times are listed below for this week. An exact schedule of everyone's practices will be emailed and posted by early-March.
- Skaters should arrive at least 15 minutes prior to the start of practice and plan on staying through the end of the practice. If time allows, we will do another run-through.
- Locker room assignments will be posted upon arrival. **All skaters must check-in!**

Monday, April 29 <sup>th</sup>	Tuesday, April 30 <sup>th</sup>	Wednesday, May 1 <sup>st</sup>	Thursday, May 2 <sup>nd</sup>	Friday, May 3 <sup>rd</sup>
	3:45—6:35pm BOTH Openings & Finale ONLY	4:30-7:05pm Act 1 run through w/Act 1 Opening	4:30-7:05pm Act 2 run through w/ Act 2 Opening & Finale	4:30-8:30pm Dress Rehearsal

## SHOW DAYS:

- All participants must arrive one hour prior to the beginning of each show.
- **Check-In Procedure:** All skaters must check in at the table near the West doors of Rink 2. Skaters will then proceed to their assigned locker room.
- **Popcorn & Put on a Happy face** will check in and then proceed to the off-ice room where the Locker Room Group Assistant will escort them to their locker room once all skaters have arrived. These skaters should arrive wearing their skates, full makeup, and full costume.
- For security purposes, **NO** parents will be allowed in locker rooms or backstage unless they are scheduled to work that show **AND Safe Sport compliant**.
- **Early Dismissal:** **Popcorn & Put on a Happy Face** groups will be dismissed to their parents by the West doors of Rink 2 **after Act 1 of the show is finished**. To ensure all skaters are safely released to their parent, please remain as patient and cooperative as possible. Once a skater is dismissed, they may sit in the audience with their family and enjoy the remainder of the show.

## VOLUNTEERS:

- A parent volunteer sign-up will be available online beginning on **Saturday, April 13<sup>th</sup>**
  - Log into the Entryeeze Membership site
  - Click on the Volunteer Tab (at the top of the screen)
  - Select "Under the Big Top" Ice show 2019
  - Select a job
- A parent **MUST** volunteer for at least one job during the weekend of the show. If you do not sign up for a job, one will be assigned to you.
- This volunteer requirement **does not** count towards OSA club service hours.
- **After everyone has had the opportunity to select a job, you may log back in to select a second job to use towards OSA hours. If you initially choose more than one job, one will be deleted for you by the Ice Show Committee. You will be notified when additional jobs can be selected.**
- All volunteers must check in at the table near the entrance to the arena for your name badge and job assignment. You are to remain at your assigned post for the entire duration of the show unless otherwise noted. Please note: You **DO NOT** need to purchase a ticket for the show that you are working.

- Earlier this year, as part of its SafeSport Program, U.S. Figure Skating announced it has expanded the list of adults required to complete SafeSport training and background checks for the 2018-19 membership year. This will affect members and volunteers, over the age of 18, who are in a position of authority over an athlete or anyone who has frequent contact with athletes. **This includes all volunteers in any sanctioned events or club activities who come in contact with athletes, including backstage and locker room volunteers for all ice shows and club events. This is not an OSA mandated program; it comes from US Figure Skating!** In order for our club to stay Safesport compliant, we are **requiring** all parent volunteers who wish to work backstage, to complete this training and background check. If you do not wish to pay the \$22.00 fee for the background check, there will be **MULTIPLE** other jobs to choose from. **If you elect not to pay and complete the background check and SafeSport training, you will not be allowed backstage for any reason and any backstage position (locker room parent, security, skater check-in) will not be eligible for you to select as your volunteer requirement. \*OSA members, to determine if you are currently compliant, please check the membership site under the 'volunteer' tab.**

### COACHES GIFT:

- Our coaches work hard to make the ice show enjoyable for our skaters and parents, as well as our audience. Please help us in rewarding them on the final show performance with a "Thank You" gift.
- Place donations in an envelope clearly marked, **"Ice Show Coaches Fund"** and turn in at the Onyx front desk. Donations can be made with cash or checks payable to "OSA". Your donations are greatly appreciated. Thank you!

### ICE SHOW DVD:

- **Suburban Sports Group** will be filming the show during both performances on Sunday, May 5<sup>th</sup>.
- DVDs may be purchased; order forms will be available at the Onyx as well as during the shows.
- **No personal video cameras or flash photography are allowed during any performances.**

### ICE SHOW APPAREL:

- A 2019 ice show apparel order form is attached to this mailer.
- **All ice show apparel order forms are due Sunday, February 17<sup>th</sup>. Late orders will not be accepted.**
- All skaters are required to wear the **light-tan mondor footed tights. (style #3310)** in the show. **No exceptions.** Tights can be purchased on Amazon or locally at dance and skate shops. Tights will be needed for picture day, so please order **ASAP.**

### ICE SHOW COSTUMES:

- Costumes will be distributed **March 5<sup>th</sup> and 6<sup>th</sup>** in the ONYX off-ice room. **No costumes will be available for pick-up prior to these dates.**
- All costumes must be signed out when distributed.
- Please try the costume on your skater before picture day to make sure that it fits properly. Information will be provided for anyone seeking alterations.
- **The Ice Show Director will not be responsible for the fee involved in any costume alterations required based on incorrect measurements on the skater's 2019 Ice Show Application.**

### PICTURE DAY: SATURDAY MARCH 23, 2019

- Pictures for ALL ice show participants will be taken at the Onyx
- There will be **NO MAKEUP** day scheduled!
- All skaters must be ready 20 minutes prior to their scheduled picture time; locker rooms will be available for skaters to leave their things and for parents to wait for skaters to be finished. Signs will be posted in the lobby with all locker room assignments.
- Pictures will be taken in the East Wing near Rink 1.
- Skaters must arrive completely dressed in their costume, tights and skates neatly polished, hair should be nicely done; your group instructor may suggest a specific hair style.
- Individual pictures will be available either before or after the group picture.

## **TICKET REQUEST FORM:**

- Ticket request forms are due by **Sunday April 21, 2019 at the Onyx ONLY.**
- Tickets will be available to be picked up at the Onyx beginning Thursday May 2<sup>nd</sup>.
- As a thank you to our Ice Show parents, two free tickets (total) will be issued to each family. Please indicate on the order form which show you would like to use your 2 tickets for.
- **All tickets are non-refundable!**

## **INFORMATION TO LOOK FOR:**

- |                                       |               |
|---------------------------------------|---------------|
| • Advertisements for Ice Show Program | Early-March   |
| • Final Rehearsal Schedule            | Early-March   |
| • Picture Day Schedule & Order Forms  | Late February |
| • DVD Order Forms                     | Early-March   |

## **QUESTIONS:**

If you have any questions, please contact the show director, Daniel Palmeri, by phone at **248-601-6699** or by email at **[dpalmeri@suburbanice.com](mailto:dpalmeri@suburbanice.com)**

**Please note, in order for your OSA skater to participate, you must be in good standing with the club at both Onyx Ice Arena and Suburban Ice Macomb at the time of the ice show.**



## Ice Show Ticket Request Form

- Ticket request forms are due by **Sunday April 21, 2019** at the Onyx front desk and tickets will be available for pick up at the Onyx beginning **Thursday, May 2<sup>nd</sup>**.
- As a thank you to our Ice Show parents, 2 free tickets (total) will be issued to each **family**. Please indicate which show you would like to use these tickets for.
- Please detach and return this form to the Onyx. **Please make sure your skaters name is on the form.**
- Volunteers do not need to purchase tickets for the show they are working.
- **All tickets are non-refundable.**
- Ticket prices increase \$2.00 beginning April 22<sup>nd</sup>. **No exceptions.**

<b>Ticket Request Form</b>							
<b>Due: Sunday April 21, 2019</b>							
<b>Skaters Name:</b>				<b>Phone:</b>			
Indicate the number of tickets needed for each show in the corresponding box.							
	May 4 A-Cast 1:30p	May 4 B-Cast 6:00p	May 5 B-Cast 11:30a	May 5 A-Cast 4:00p	Total Quantity	Price	TOTAL
2 Free Parent Tickets					2	\$0.00	\$0.00
Children 5 and under						\$0.00	
Children 6-12yrs						\$6.00	
Adults 13yrs and Up						\$10.00	
<b>Make checks payable to: Onyx Rochester Ice Arena</b>					<b>GRAND TOTAL</b>		
Payment Method	Credit Card (all accepted)    Cash    Check# _____						
<b>Card #:</b>			<b>Exp. Date:</b>				
<b>Signature:</b>			<b>CVV #:</b>				

# UNDER THE BIG TOP

## 2019 APPAREL ORDER FORM



Apparel will come in a red 50/50 blend for all options and will include a front full-color logo with gold shimmer and the cast listed on the back.

Skaters Name: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Parent Phone #: \_\_\_\_\_

	YS	YM	YL	YXL			QTY	PRICE	\$TOTAL
<b>Youth Basic T-Shirt</b>								\$10.00	
	<b>Small</b>	<b>Medium</b>	<b>Large</b>	<b>X Large</b>	<b>2 XL (+\$2)</b>	<b>3XL (+\$3)</b>	<b>QTY</b>	<b>PRICE</b>	
<b>Adult Basic T-Shirt</b>								\$10.00	
	<b>YS</b>	<b>YM</b>	<b>YL</b>	<b>YXL</b>			<b>QTY</b>	<b>PRICE</b>	
<b>Youth Hooded Sweatshirt</b>								\$20.00	
	<b>Small</b>	<b>Medium</b>	<b>Large</b>	<b>X Large</b>	<b>2 XL (+\$2)</b>	<b>3XL (+\$3)</b>	<b>QTY</b>	<b>PRICE</b>	
<b>Adult Hooded Sweatshirt</b>								\$20.00	
								<b>QTY</b>	
								<b>TOTAL:</b>	

Cash or Checks payable to:  
**ONYX-SUBURBAN SKATING ACADEMY**  
 Form & payment are due by **Sunday, February 17<sup>th</sup>**.  
**Late orders will not be accepted**