



Recital Handbook

2022

Please read this handbook very carefully and keep it for your reference.
A copy is also posted on our website AlbemarleAcademyofDance.com

MANDATORY REHEARSALS

Sunday, June 12-Thursday, June 16
Stanly County Agri-Civic Center

DRESS REHEARSALS

Friday, June 17 at 12:00PM & 6:00PM
Stanly County Agri-Civic Center

RECITAL 2022

"Adventure Awaits"

Saturday, June 18 at 12:00PM & 6:00PM
Stanly County Agri-Civic Center

THEATRE SHOWCASE

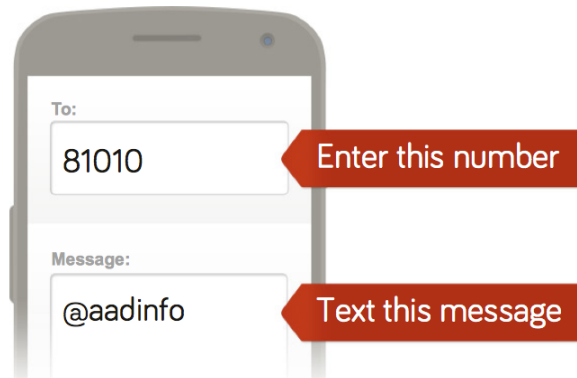
Wednesday, June 15 at 6:00PM
Stanly County Agri-Civic Center

The Stanly County Agri-Civic Center is located at 26032 Newt Road, Albemarle.

STAYING INFORMED

Do the following things to stay informed!

- **Please read all newsletters and other school information.**
 - Newsletters are e-mailed. We answer email on a daily basis. Feel free to email questions to the office at: info@AlbemarleAcademyofDance.com
- **Join our Facebook & Instagram**
 - [Facebook.com/AlbemarleAcademyofDance](https://www.facebook.com/AlbemarleAcademyofDance)
 - Instagram: [@albemarleacademyofdance](https://www.instagram.com/albemarleacademyofdance)
- **Subscribe to our text reminders**
 - Follow these directions:



ATTENDANCE

We expect students to be present and on time for all of their classes. It is imperative that all students be able to rehearse their dances as a group. Practice time isn't productive without everyone present. It is especially confusing for the students when they have to 'pretend' that someone is there. It is also impossible for students to remember or even learn their dances when they are not in class on a weekly basis. AAD reserves the right to remove students, who are not attending class on a regular basis, from the recital. This includes dancers who miss multiple classes, or have to "sit-out" due to tardiness or inappropriate attire, or dancers who create a disruptive learning experience for the entire class.

PARENT VIEWING AND INFO SESSIONS - JUNE 6-10

During the week of June 6-10, we will hold parent viewing and information sessions. Parents will go to every class that their child is in, with their children. During this time we will give out recital costumes, go over detailed recital information, let you know what order your child will dance in at recital, and give parents a chance to ask any recital questions. Parents will attend for the entire class. Please mark your calendar and make sure to join us!

THEATRE SHOWCASE

We hope you will join us for our theatre showcase on Wednesday, June 15 at 6pm at the Stanly County Agri-Civic Center. This show is an opportunity for our theatre students to display their talents for everyone. **This is a free event!**

MANDATORY REHEARSALS - JUNE 12-16

There will be mandatory rehearsals held at the Ag Center during the week of June 12. All classes this week will be replaced with rehearsals that will be held at the Stanly County Agri-Civic Center stage in order to better prepare the students for their performance.

- Rehearsals may be a different day and/or time than your regular weekly classes. Please check the sheet included in this folder titled "RECITAL REHEARSAL & SHOW TIMES" for your child's specific rehearsal times.
 - Dress children in regular dance attire during regular rehearsals June 12-16; do not send them in their recital costumes. Make sure that they have all appropriate shoes with their names in them. Do not send extra things that dancers will have to keep up with.
 - Parents are not allowed in the auditorium during rehearsals. The students need this time to get acclimated to their surroundings and concentrate on their rehearsal. ONLY the volunteer(s) assigned to the classes rehearsing will be allowed to accompany the class during rehearsals.
 - A staff member will bring the students back to the Ag Center lobby after their rehearsal is complete. You are welcome to drop your child off, or wait in the lobby until they are done.
 - Please do not attempt to sneak into the auditorium during rehearsals. You will be asked to leave.
 - Monday, June 13 through Thursday, June 16 you may continue to register for summer or fall classes and take care of AAD business. We will have an office area set up at the Ag Center. Please do this before Friday; we will not be available for this during dress rehearsal or recital.
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DRESS REHEARSAL - FRIDAY, JUNE 17

Participation in the dress rehearsal is mandatory. The dress rehearsal allows the students to become familiar with the auditorium surroundings and feel comfortable with their performance, costume(s), and being onstage.

- Friday, June 17th, is a dress rehearsal and students should be dressed just like they will be for the actual recital performance. This includes shoes, hair, tights, & make-up.
 - Students should arrive fully dressed in their first performance costume at their call time! Please check the sheet included in this folder titled "RECITAL REHEARSAL & SHOW TIMES" for your call-time.
 - Make sure you are present for parent viewing & info sessions (June 6-10); we will tell you the show order so you know what costume to send your child dressed in first.
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RECITAL - SATURDAY, JUNE 18

- While we do have two showings of recital, both are different, so your child may be in just one show, or possibly both. Please refer to the included sheet "RECITAL REHEARSAL & SHOW TIMES" for your child's specific information. Students should arrive fully dressed in their first performance costume at their call-time (please check the sheet included in this folder titled "RECITAL REHEARSAL & SHOW TIMES" for their call-time). Fully dressed includes costume, hair, make-up, shoes, and tights. Make sure you are present for parent viewing & info sessions; we will tell you the show order so you know what costume to send your child dressed in first.
- Video cameras/still cameras/phone cameras may NOT be used at any time during the recital. Crown Productions will be recording; they produce a great quality video at a very reasonable price. AAD also hires a professional photographer to take photos and we will post & email out a link to ALL the recital photos after recital that are available to you for FREE.
- Doors to the auditorium will open for audience members 30 minutes before each show starts. Please be considerate when standing in line and choosing seats.
- It is up to the discretion of the AAD Staff to have removed any audience member, parent/guardian, volunteer, or performer who is disrespectful to any Ag Center employee, security, volunteer, director, or staff member working at the recital. Please make sure your guests are aware of these policies and that they follow all theatre etiquette.

DROP OFF AND PICK UP OF STUDENTS

DURING REHEARSAL WEEK (SUNDAY, JUNE 12 – THURSDAY, JUNE 16):

- When you get to the Agri-Civic Center, come to the lobby. **ALL STUDENTS MUST CHECK-IN** at our makeshift “office” During this time you can still handle any outstanding AAD business.
- Your children will be taken back to their rehearsal by AAD teachers, assistants, or designated volunteers.
- You are welcome to stay, or leave and come back when their rehearsal is scheduled to be complete.

DURING DRESS REHEARSAL (FRIDAY, JUNE 17):

- A call time is the time that you must have your child completely dressed, and ready and checked-in by.
- When you get to the Agri-Civic center, come to our “office” in the lobby and check-in.
 - When planning what time you should arrive to the Ag-Center, please remember to allow your self time to wait in line, take your child to the restroom, and check-in, and still be able to have your child safely in their dressing room no later than 45 minutes before dress rehearsal time.
 - Upon check-in your child should be fully dressed in his/her first performance costume (fully dressed means hair and make-up done, tights and first costume on).
 - Please take your children to the rest room before checking them in at all rehearsals/recital, even if they say they don't need to go.
- An AAD official will escort your child to his/her dressing room.
- For student's safety, parents/guardians are not allowed in the dressing room, unless they are volunteers. **NO ONE WITHOUT** a nametag is allowed in the dressing rooms.
- Students will be allowed to leave **dress rehearsal (Friday, June 17th)** when they are finished performing. We will bring the class to the lobby as they are dismissed. If you are not able to stay during dress rehearsal, the student may stay in the auditorium with their class volunteer to watch the remainder of the rehearsal. Please, do not attempt to enter the auditorium to look for your child during dress rehearsal. We will have someone periodically checking the lobby to see if any new parents have arrived. We will bring your child to you if they are done.

DURING RECITAL (SATURDAY, JUNE 18):

- When you get to the Agri-Civic center, come to our “office” in the lobby and check-in.
 - When planning what time you should arrive to the Ag-Center, please remember to allow your self time to wait in line, take your child to the restroom, and check-in, and still be able to have your child safely in their dressing room no later than 45 minutes before dress rehearsal time.
 - Upon check-in your child should be fully dressed in his/her first performance costume (fully dressed means hair and make-up done, tights and first costume on).
 - Please take your children to the rest room before checking them in at all rehearsals/recital, even if they say they don't need to go.
- An AAD official will escort your child to his/her dressing room.
- Parents are not allowed in the dressing room, unless they are volunteers. **NO ONE WITHOUT** a nametag is allowed in the dressing rooms.

Students will stay together with their class and adult leaders throughout the entire performance and will not be dismissed until the end of the performance.

DRESSING ROOM/BACKSTAGE INFO.

Only AAD staff and volunteers, with a nametag, are allowed in the dressing areas.

PARENTS ARE NOT ALLOWED IN DRESSING ROOMS.

IF YOU WANT TO STAY WITH YOUR CHILD, SIGN UP TO VOLUNTEER.

- Dressing room leaders do not know who students are allowed, or are not allowed, to leave with. We use experienced teachers from local schools and pre-determined classroom helpers to take care of our students in the dressing rooms.
- While not performing, the students will have activities to keep them busy, or they will sit in a designated area in the auditorium, with their group, to watch the performance.
- For the recital, all students will return to the stage after the final performance for a final number and bow. At the conclusion of the recital we will bring all the young dancers to the front of the stage; please designate **ONE** person from your family to come down to the front of the stage and pick up your child. After you pick up your child, you may then go to their dressing room to retrieve their belongings.
- Please do not send snacks. We will provide all students with snacks and water during the recital. If your child has a food allergy, please let us know.
- Parents, family members, and friends don't belong backstage or in the dressing rooms during rehearsals or the recital. The same applies during intermission and after the show. There is a lot of backstage activity in a limited space, and dressing rooms are private areas. Please remind your family and guests to be respectful of these areas. Anyone insistent on retrieving a performer while the show is in progress will be, AT THAT TIME, asked not to return to the studio for future classes. THERE WILL BE NO EXCEPTION. Please be assured that our backstage volunteers are moms, sisters, teachers, and fellow dancers that are as concerned with your dancer's happiness and well being as you are. If any situation should arise where only mommy, daddy, grandma, etc. will do, we will not hesitate to inform you.
- If you see your child watching in the designated area in the auditorium, do not attempt to remove them from their group or sit with them.

Keep in mind that our volunteers do not know you, and do not know who is allowed to pick up your child; we have these rules for your child's safety. If you wish to be with your child during rehearsals and recital, you are welcome to sign up to volunteer. Volunteers will help with all children, not just their own child.

VOLUNTEERING

AAD relies on the assistance of many dedicated volunteers to provide a high- quality performance experience for your child. The children benefit from this volunteer effort, so we hope that you will become an enthusiastic member of our volunteer pool.

You can sign up online here:

<http://bit.ly/recitalvolunteer>

PLEASE SIGN UP EVEN IF YOU THINK WE ALREADY KNOW YOU WILL VOLUNTEER.

(We have so much going on, it's just easier for us to have a list to refer to; we can't remember if you say "I'll HELP if you need me!")

DOES YOUR CHILD HAVE MORE THAN THREE COSTUME CHANGES?

If your child has three or more costume changes per show, and is 10 years old or younger, you will be required to be a class volunteer, and will assist with your child and their class. You will still get to see your child perform, but they need your help so that they look their best on stage!

We will let you know if you are one of these parents ☺

PROFESSIONAL PHOTOS

During dress rehearsals, we have professional photographers come in to take thousands of photos of students. Please make sure that they have hair and makeup done on Friday, as well as Saturday, so that they look their best in photos. We make these photos available to parents for free after recital.

MAKEUP

This applies for dress rehearsal on Friday, June 17, and recital on Saturday, June 18

Use the following to ensure your child looks their best on stage:

- Foundation
- Powder
- Blush
- Mascara
- Long-wear lipstick or lip stain that won't wipe off on costumes
 - **PLEASE SEND IN YOUR CHILD'S LIPSTAIN OR LONGWEAR LIPSTICK IN A SEALED ZIPLOC BAG WITH THEIR NAME ON IT IN CASE WE NEED TO REAPPLY WHILE THEY ARE IN OUR CARE.**
 - We recommend **MAYBELLINE SUPERSTAY 2-STEP LIPCOLOR** (it's worked really well and doesn't smear once it's dried) it's available on Amazon Prime for around \$8.
 - Our tiny dancers should use a color similar to **Blush On**, and older students a red like **Keep Up The Flame**

Watch this tutorial for help with make-up: <https://www.youtube.com/watch?v=VdUX3H5UfUQ>

DON'T FORGET:

- NO GLITTER
- NO NAIL POLISH
- NO JEWELRY (this includes stud earrings, please remove them prior to drop off). We are not responsible for any lost jewelry that results because you did not remove it prior to drop off.

Advanced & company students, please use normal stage makeup.

HAIR

This applies for dress rehearsal on Friday, June 17, and recital on Saturday, June 18 – and is preferred for all additional rehearsals.

Make sure that your child brings all headpieces for costumes with them on dress rehearsal and recital day!

Classic ballerina hair is required for all of our female recital performers. Hair should be pulled away from the face in a secure ballet bun. Do not use glitter or glitter spray on the hair! Follow the directions below for a correct ballet bun. DO NOT USE THE DONUT BUN; follow the directions below to achieve a bun that lies flat against the head. Directions:

1. Pull hair straight back, with no part, in a low ponytail placed at the nape of the neck. Use hair wax or gel to secure all 'whispies' and bangs.
2. Wrap the hair around itself into a flat "cinnamon bun" style bun. Place bobby pins around the edge of the bun.
3. Wrap a hair net around the bun several times until tight.
4. Place hairpins through the bun securing the hair net to the bun, and the bun to the head.
5. Spray hair to secure.

If you have any hair issues, please see us individually to discuss the best plan for your child's hair.

STILL UNSURE? We will have bun specialists doing buns for dress rehearsals, and for recitals. The bun specialists will provide all materials including bobby pins, gel, hairnets, and hair spray. The charge will be **\$10 (CASH only!! Paid the day it's done)**.

Sign up online here:

<https://bit.ly/aadhairhelp>

The last day to sign up will be June 16. When you sign up you will be making an appointment for a specific time. Make sure that your child is completely dressed and ready BEFORE they get their hair done. Sign up early so you get the time you want!

COSTUMES

The page included in this folder labeled "REQUIRED RECITAL ITEMS" is **SPECIFIC TO YOUR CHILD** and lists the tights and shoes that they will need for recital. Please review that page and make sure your child has everything that they need.

- Costumes will be handed out during PARENT VIEWING & INFO. SESSIONS. Make sure you are present to receive your child's costumes.
 - We have taken care of any extensive alterations; however, you are responsible for small alterations. You may have to make some adjustments such as hemming pants, attaching straps, etc. that can only be done on the child.
 - Please make sure that you check and double check all your child's classes to be sure that they have the appropriate tights.
 - Please, no underwear underneath costumes or tights! Tights have a gusset and are intended to be worn in place of underwear with both class wear and costumes. Underwear that can be seen or is bunched up distracts from the aesthetics of the movement being created.
 - **LABEL EVERYTHING!!** Please put names in/on **ALL** belongings. This includes every costume piece, undersides of hairpieces, inside every shoe, and every pair of tights. We will provide each student with a large Ziploc bag with his or her name on it with his or her costumes. Please place all the items they need (with the exception of what they need for their first number) in the Ziploc bag. This bag is to be sent in with them on DRESS REHEARSAL and RECITAL DAY only.
 - Make sure your child's shoes appear clean.
-

REQUIRED ITEMS THAT YOU MUST PROVIDE

Please refer to the included sheet "REQUIRED RECITAL ITEMS" – this sheet is specific to your child, and lists the items that will need to be provided by you for their costumes.

- AAD will submit an order for tights. You are welcome to purchase from us, but you are not required to. If you wish to purchase from AAD, please see the enclosed "TIGHTS ORDER" form
 - If you prefer to purchase tights on your own, and you order from discountdance.com, make sure to use the teacher referral code TP40419 to receive a discount at checkout.
 - We suggest ordering extra in case your child gets a hole or tear in their tights.
-

THEATRE SHOWCASE REQUIRED ITEMS

If your child is in a theatre class, please refer to the included "THEATRE SHOWCASE" sheet for details on their costuming, as well as rehearsal times, call times, and ShowTime.

NON-REQUIRED ITEMS

These items are completely optional. If you are interested in purchasing any of these things, please see the order forms in the back of this handbook.

You are not required to purchase these items. Extra forms will be available in the studio lobby. Please make sure to check important dates to remember so that you don't miss any due dates for turning in order forms.

- Recital t-shirts
 - These are commemorative and unique to this recital, and have all the student names listed on the back. They are NOT available for purchase after the recital.
- Recital videos
 - Produced by Crown Productions. Great quality, affordable pricing.
- Playbill Ads - see information included in this folder
- Playbill Shout Outs - see information included in this folder

AUDIENCE & THEATRE ETIQUETTE

Two major aspects of classical dance training are respect and discipline. At AAD we teach our students to respect themselves, their fellow dancers, and their instructors. We expect them to display self-discipline in all areas of their lives. The recital is a great opportunity for the students to display respect and self-discipline. We ask that our audience members do the same.

Please remember to use your theatre etiquette and set a great example for our students:

- Every student has worked equally hard on his or her performance and they deserve the audience's attention and applause.
- Everyone cannot perform in the first half of the recital. The last performance is just as important as the first. Please encourage friends and family to stay for the entire show. It's disappointing for the final groups to perform to a half-full auditorium after intermission. Remember, all students will be on stage for the final curtain call.
- Flash photography, use of cell phones, or other electronic devices, coming in and out of the theatre and crying babies are all distracting to other audience members and the performers. Just don't do it. Please be respectful!
- Please keep in mind handheld electronic games or other devices with sounds and/or lights are a distraction for other audience members and affect stage lighting; they are not allowed.
- Because we present a professional performance, we ask that everyone remain seated during the entire performance. If you do leave the auditorium during the show you will be allowed back into the auditorium only between dances. This rule is strictly enforced; please do not create a disturbance with the auditorium ushers in regard to this policy.
- Children must remain seated for the entire performance. If you think they will have a hard time remaining seated during the performance, please do not bring them to the recital. Allowing children to run around or otherwise disrupt the performance is not fair to other audience members.
- Parents who bring infants to the performance should quickly exit the auditorium if the infant begins to cry or create a distraction for the audience.
- Please do not bring food or drinks into the auditorium.
- **No video or photography will be allowed at the recital.** You will be asked to take your device to your car. Please make sure family and friends are aware of this policy.
- Countless volunteers work backstage to insure that our students are able to make it to the stage, looking their best. Please remind your child to say 'Thank You' and to be on their best behavior.

PLEASE TAKE A MOMENT TO SHARE THIS INFO. WITH OTHER GUESTS THAT PLAN TO ATTEND RECITAL.

DRESS REHEARSAL PASSES

Because we do NOT allow any photography or videography on recital day, we sell one ticket per family that allows a parent/guardian to come in and watch their child on dress rehearsal day, Friday, June 17. During this time you will be allowed to enter the auditorium and can record your child's dance, and take photos of your child.

- Each family may purchase **one** dress rehearsal pass. This pass will allow one parent/guardian per family to attend dress rehearsal where you will be allowed to video or take photographs.
 - No flash photography allowed. No tripods, please, so be prepared to hold your camera.
 - Please do NOT bring other children or family members with you. Only those with passes will be allowed in; all others will be asked to leave.
- Keep in mind that dress rehearsal may not have full lights like the day of the show. The AAD staff is usually busy programming the lights during this rehearsal and our screens will most likely not be up and running.
- Please keep in mind that dress rehearsal is just that, A REHEARSAL. There will be mess- ups. Lighting, scene, and costume changes will not be perfect. The purpose is to get the dancers onstage, and in their costumes, and to practice it the way it will be in the show.
- Please remain calm and bring positive energy. Kids love to perform for an audience, so make sure you clap!
- Be early. We will start dress rehearsal early if we are ready and able to.

DRESS REHEARSAL PASSES GO ON SALE MAY 23

DRESS REHEARSAL PASSES ARE \$10 EACH – PURCHASE BY THURSDAY, JUNE 16.

RECITAL TICKETS

Each student receives two complimentary, general admission tickets to each show that they are performing in. Please pick up your complimentary tickets the week of May 23rd. We suggest purchasing additional tickets early. **Tickets are required for ages 2 and up.**

For those that have dancers in both shows, we do offer a "TWO-SHOW TICKET" for a limited time. This will be available from **May 23rd - May 26th only.**

We will be offering reserved tickets again this year. The reserved seats are the center seats in the orchestra section. Reserved seats will be numbered and limited for each show. Those with reserved tickets will be able to enter the auditorium 10 minutes before everyone with general admission tickets. When you purchase reserved seats, please purchase all you need at the same time if you want the seats to be together.

General admission tickets can also be ordered online (starting May 23rd) by going to our website:
AlbemarleAcademyofDance.com

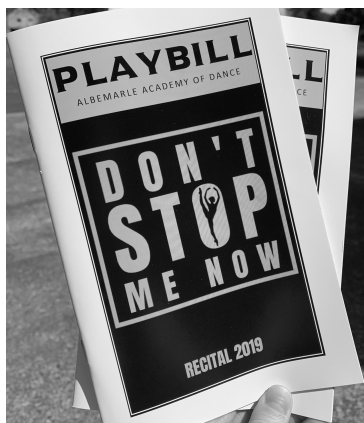
Please pick up complimentary tickets starting May 23rd

TICKETS GO ON SALE ON MAY 23rd AT 4:30PM.

TICKET PRICES – GENERAL ADMISSION

ONE-SHOW	\$10	TWO-SHOW	\$15
		NOT AVAILABLE AFTER MAY 26 TH	
TICKET PRICE – RESERVED SEATING			
PER TICKET/PER SHOW \$20			

PLAYBILL



AAD produces a Broadway-style playbill that is unique for each of our recitals. Not only are they informative, they can be a great way to congratulate your dancer, or share your business. Dancers are so excited when they get to see something special just for them in the playbill! It creates a memory that they will cherish forever.

We offer two options for personalized messages in our playbill, an **AD** or a **SHOUT OUT**.

Examples of past playbills are available at the studio.

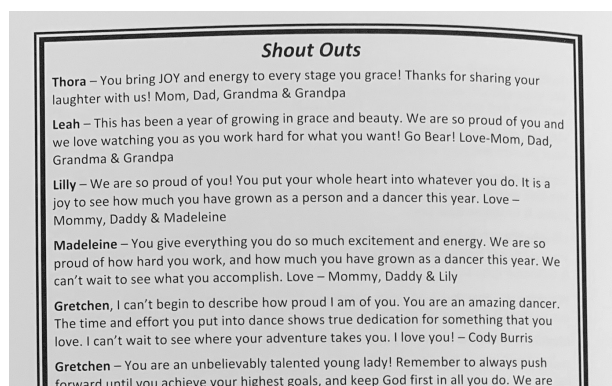
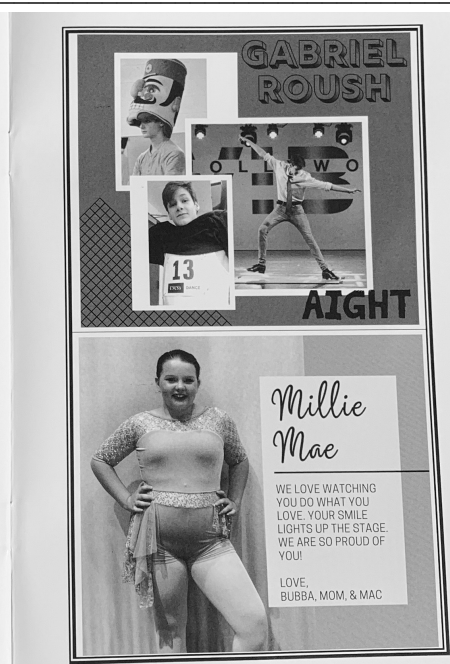
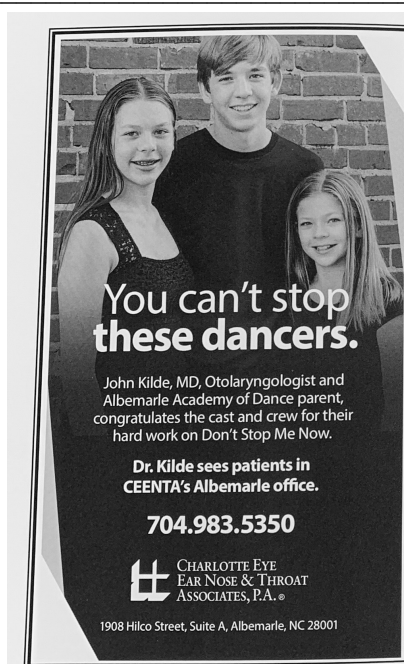
PLAYBILL ADS:

A playbill ad is either a half page (4 in. x 3.5 in.), or a full page (4 in. x 7 in.).

Within the ad can be photos and any text you wish.

We can design the ad for you, or you can design it and send it to us in PDF format.

If you design your own ad, it will be included EXACTLY as it is sent; even if it is sized incorrectly or pixelated. Please keep this in mind when designing for yourself.



PLAYBILL SHOUT OUTS:

A shout out is a short message (50 words or less) of encouragement that is included in a list of shout outs in the playbill.

These will be printed exactly as written. Please be sure that there are no grammatical errors or misspelled names/words.

THE DEADLINE TO SUBMIT PLAYBILL ADS & SHOUT OUTS IS THURSDAY, MAY 19.

Submit the included forms with payment by May 19.

RECITAL ORDER FORMS

- **DUE BY THURSDAY, MAY 19TH:**

- Tights
- T-Shirts
- Playbill Ads
- Playbill Shout Outs

- **VIDEO ORDERS**

- Orders will be accepted by AAD through Thursday, June 16.
- Cash or check (made payable to Crown Productions) only
- If an order is not placed by June 16, stop by Crown Productions booth on recital day at the Ag Center.
- If you prefer to pay with credit/debit, you may do so on recital day at the Crown Productions booth in the lobby at the Ag Center.

PLAYBILL AD AGREEMENT

Due by Thursday, May 19

NAME	
EMAIL ADDRESS	
PHONE NUMBER	
DANCER'S NAME	

AD OPTIONS

Please circle your choices below:

½ PAGE 4 INCHES WIDE X 3.5 INCHES TALL	FULL PAGE 4 INCHES WIDE X 7 INCHES TALL
<p>½ PAGE DESIGNED BY YOU - \$90 You will completely design your own ad, and submit it via email as a PDF with the exact size specifications listed above. Please note that if you do not know how to set PDF size specifications, your PDF will need to be cropped after submission, and may appear blurry in the playbill.</p> <p><i>Completed ads must be submitted to AADPLAYBILL@GMAIL.COM by Thursday, May 19 at 8pm</i></p>	<p>FULL PAGE DESIGNED BY YOU - \$150 You will completely design your own ad, and submit it via email as a PDF with the exact size specifications listed above. Please note that if you do not know how to set PDF size specifications, your PDF will need to be cropped after submission, and may appear blurry in the playbill.</p> <p><i>Completed ads must be submitted to AADPLAYBILL@GMAIL.COM by Thursday, May 19 at 8pm</i></p>
<p>½ PAGE AAD DESIGNS - \$120 You submit the text and photos you want included in your ad, and we will design a professional, custom ad for you.</p> <p><i>All photos & preferred text must be submitted to AADPLAYBILL@GMAIL.COM by Thursday, May 19 at 8pm</i></p>	<p>FULL PAGE AAD DESIGNS - \$180 You submit the text and photos you want included in your ad, and we will design a professional, custom ad for you.</p> <p><i>All photos & preferred text must be submitted to AADPLAYBILL@GMAIL.COM by Thursday, May 19 at 8pm</i></p>

Ads must be paid for at the time of form submission. Failure to submit your ad or ad information & photos by the May 19, 8pm deadline may result in your ad not being displayed in the playbill. No refunds will be given in the event that you fail to submit your ad or information/photos for your ad to be designed.

SIGNATURE

FOR OFFICE USE:

TOTAL DUE:	PAID BY:	
INFO/AD OBTAINED:	AD COMPLETED:	AD LISTED IN PLAYBILL:

PLAYBILL SHOUT OUT AGREEMENT

Due by May 19

NAME	
EMAIL ADDRESS	
PHONE NUMBER	
DANCER'S NAME	
SHOUT OUT PRICING	
\$10 PER MESSAGE	OR 3 MESSAGES FOR \$25
MESSAGE 1:	
MESSAGE 2:	
MESSAGE 3:	
EACH SHOUT OUT IS LIMITED TO 50 WORDS.	
SHOUT OUTS MAY BE SUBMITTED VIA EMAIL TO AADPLAYBILL@GMAIL.COM BY MAY 19 TH AT 8PM.	
Failure to submit your shout out by the May 19, 8pm deadline may result in it not being displayed in the playbill.	
SIGNATURE	

FOR OFFICE USE:	
TOTAL DUE:	PAID BY:
INFO OBTAINED:	LISTED IN PLAYBILL:

T-SHIRT ORDER FORM

These are commemorative and unique to this recital. All shirts have student's names listed on the back. These are not available for purchase after the recital. We do not order extra shirts.

ALL ORDERS DUE BY THURSDAY, MAY 19

NAME	
EMAIL ADDRESS	
PHONE NUMBER	
DANCER'S NAME	
\$25 EACH	
SIZE	QUANTITY
CHILD X-SMALL	
CHILD SMALL	
CHILD MEDIUM	
CHILD LARGE	
CHILD XL	
<small>(If XL isn't available upon ordering, an adult small will be ordered)</small>	
ADULT SMALL	
ADULT MEDIUM	
ADULT LARGE	
ADULT XL	
ADULT 2X	
ADULT 3X	
ADULT 4X	

TOTAL # OF SHIRTS ORDERED	
TOTAL DUE	\$

FOR OFFICE USE:	
TOTAL DUE:	PAID BY:
RECORDED:	DISTRIBUTED:

TIGHTS ORDER FORM

All tax and shipping is included in the price.

We recommend ordering an extra pair of each type of tights that your child needs in case they get a run or tear.

ALL ORDERS DUE BY THURSDAY, MAY 19

NAME				
EMAIL ADDRESS				
PHONE NUMBER				
DANCER'S NAME				
TIGHTS SIZE OPTIONS				
CHILD – SMALL CHILD – MEDIUM CHILD – LARGE	ADULT – SMALL ADULT – MEDIUM ADULT – LARGE			
FILL IN THE CHART BELOW WITH THE SIZE AND QUANTITY OF TIGHTS YOU ARE ORDERING:				
STYLE	SIZE	QUANTITY	PRICE	TOTAL DUE
BLACK FOOTED			\$11	
TAN STIRRUP			\$13	
TAN FOOTED			\$11	
BALLET PINK FOOTED			\$11	
BALLET PINK CONVERTIBLE <small>Please note that in the event convertible tights are out of stock, we may have to substitute footed tights for your order.</small>			\$14	
TOTAL DUE				\$

FOR OFFICE USE:	
TOTAL DUE:	PAID BY:
RECORDED:	DISTRIBUTED:

VIDEO ORDER FORM

Our recital is recorded by Crown Productions – they create a high quality video, at a reasonable price. All videos will be mailed to you approximately 6-8 weeks after recital.

If you prefer to pay by credit/debit card, Crown Productions will have a booth set up in the lobby of the Ag Center the day of recital.

CASH or CHECK (MADE PAYABLE TO CROWN PRODUCTIONS) ONLY

for all forms turned in to Hillary.

Deadline to turn in to Hillary is Thursday, June 16.

After June 16, you will need to wait until the day of recital and order directly with Crown Productions.

Name:				
Dancer's Name:				
Mailing Address:				
Phone #:				
Please circle your choices:	Standard DVD	12PM Show \$25	6PM Show \$25	BOTH SHOWS \$40
	Blu-Ray	12PM Show \$35	6PM Show \$35	BOTH SHOWS \$50

FOR OFFICE USE

TOTAL DUE:

PAID BY: