

RECITAL PACKET

SHOW DATES:
FRIDAY, DECEMBER 18TH
SHOW A: 6:30 PM
SATURDAY, DECEMBER 19TH
SHOW B: 12:30 PM
SHOW C: 3:30 PM
SHOW D: 6:30 PM

Holiday Showcase Webpage: www.dancemechanix.biz/holiday-showcase
CLICK HERE TO VISIT THE SHOWCASE WEBPAGE
This webpage is your GO TO for all Recital Information!

4 Separate Shows - WHY?

We take many factors into consideration in planning our performances, but the most important factors are: 1) making sure our youngest and most beginning dancers are not overwhelmed with too many performances, 2) making sure that the length of the show is acceptable to our viewing audience, and 3) doing our best to ensure that most parents/family members are able to attend one show and see all of their dancers' recital numbers. **It's a difficult balance!**

Taking all of these factors into consideration, we believe that offering four separate shows best meets the needs of the majority of our dance families. Due to number of classes, we have decided that in order to keep our shows at an ideal viewing length for our audiences, we need to split the show into four separate performances. We have done our very best to try to keep kids in only **one** show, but **in some situations, this is an impossible task!**

PERFORMANCE DETAILS

SHOW A: FRIDAY, DECEMBER 18TH
6:30 pm - Performance Time | CALL TIME: 6:00 pm

SHOW B: SATURDAY, DECEMBER 19TH
12:30 pm - Performance Time | CALL TIME: 12:00 pm

SHOW C: SATURDAY, DECEMBER 19TH
3:30 pm - Performance Time | CALL TIME: 3:00 pm

SHOW D: SATURDAY, DECEMBER 19TH
6:30 pm - Performance Time | CALL TIME: 6:00 pm

{ALL SHOWS are estimated to be 1.5 hours, including intermission}

Click here for a LIST OF PERFORMANCE DANCES, DRESS REHEARSAL DATES AND RUNNING ORDERS
for you to determine which show(s) your dancer will perform in.
We are not able to make any additional changes or accommodations to this show order.

IMPORTANT DATES & VENUE LOCATION

October 29:
Recital & Costume Fees Due

Week of November 17th
Parent Watch Week
Costumes Distributed

December 3:
Last Day to Pre-Order Flowers

December 15th - 18th:
On Site Dress Rehearsals

December 18th & 19th:
Recital Performances

VENUE LOCATION:
Valley Center High School
(click for google map)
9600 N. Meridian Ave.
Valley Center, KS 67147

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MANDATORY DRESS REHEARSAL INFORMATION

ON SITE DRESS REHEARSALS Dress rehearsal takes the place of regular class the week of December 14th. ALL Dress Rehearsals will take place at the venue - Valley Center High Schoo; NOT in the studio!

MONDAY CLASSES DRESS REHEARSAL: FRIDAY/SATURDAY, DECEMBER 18/19
Monday Classes will rehearse in COSTUME at the studio on Monday, December 14th. They will tech and dress rehearse on site according **to this schedule before** the Friday and Saturday performances.

TUESDAY CLASSES DRESS REHEARSAL: TUESDAY, DECEMBER 15TH
Dress Rehearsal begins at 4:30 pm. CLICK HERE for specific call times | Location: Valley Center High School

WEDNESDAY CLASSES DRESS REHEARSAL: WEDNESDAY, DECEMBER 16TH
Dress Rehearsal begins at 4:30 pm. CLICK HERE for specific call times | Location: Valley Center High School

THURSDAY & SATURDAY CLASSES DRESS REHEARSAL: THURSDAY, DEC. 17TH
Dress Rehearsal begins at 4:30 pm. CLICK HERE for specific call times | Location: Valley Center High School

- Dress Rehearsals are mandatory for all dancers. Your on site dress rehearsal takes the place of regular class the week of December 14th at the Venue - Valley Center High School.

- All dancers should wear their costume and their recital hair to dress rehearsal. **Make up is not required for Dress Rehearsal, but is required for performances.**

- We have done our best to estimate the time that each dance will rehearse on stage. In order to ensure that we are as efficient and timely as possible, **each dancer must report to the venue auditorium, in FULL COSTUME, HAIR & MAKE UP, by the assigned CALL TIME.** At your assigned call time, a member of the staff will gather the dancers to run the dance backstage and get them lined up for their stage rehearsal time. Even if a friend tells you that we are not "on schedule", please plan to be STAGE READY at your CALL TIME unless we have notified you otherwise.

- Please **ARRIVE 10 minutes BEFORE** your assigned call time to be sure that your dancer is in full costume, including hair, make up and shoes, and ready to be on stage at their assigned call time. **Call time = STAGE READY and in the auditorium!** So you will need to arrive at least 10 minutes early in order to be STAGE READY at the CALL TIME!

- There will be seats marked in the auditorium for the dancer(s) to watch the dress rehearsal while they wait for their time on the stage. Staff members will come and find them when it is time for them to go to the stage for their performance. Once you arrive, please check your bags in your assigned dressing room (room assignments will be posted on the recital webpage) and find your dancer(s) class in the marked seating in the auditorium.

- Dancers are encouraged to watch as much of the rehearsal performance as possible as **they will not be allowed to go in and out of the auditorium during the performances.**

- **IMPORTANT:** All classes will participate in the FINALE number! This will be a final bow in which all dancers get one last stage walk wearing the recital t-shirt that is included with the recital fee and will receive their annual holiday ornament to commemorate their end of season performance.

COSTUME & ACCESSORY INFORMATION

- Costumes for the Holiday Showcase are *rented* from the MDM Costume Inventory. By utilizing rental costumes, MDM is able to keep the cost of costumes to *over half* the cost of a new costume. We hope this savings helps you during what is always an expensive time of year! Please remember that all costumes must be returned to your dressing room attendant ***before leaving the venue!*** Remember to bring a change of clothes to go home in if you arrive in costume!

- **FINALE BOW ATTIRE:** All dancers will change out of their costume and put on their favorite Holiday outfit… it can be comfy loungewear, your favorite ugly Christmas sweater, or a fancy holiday outfit… whatever you love most for the holidays! If you are one of the last dances in the show, you can keep your costume on instead of changing!

- **Costume Check Out: We will check out costumes to your dancer(s) the week of November 17th.** Costumes will be available to be checked out during Parent Watch Week (unless your class has been notified otherwise via email). Dancers ages 12 and under must have their costume checked out by an adult. Dancers 13+ may check out their own costume. **ALL back tuition, costume and recital fees must be paid in full in order to check out a costume.** MDM is not responsible for costumes once they have left our property.

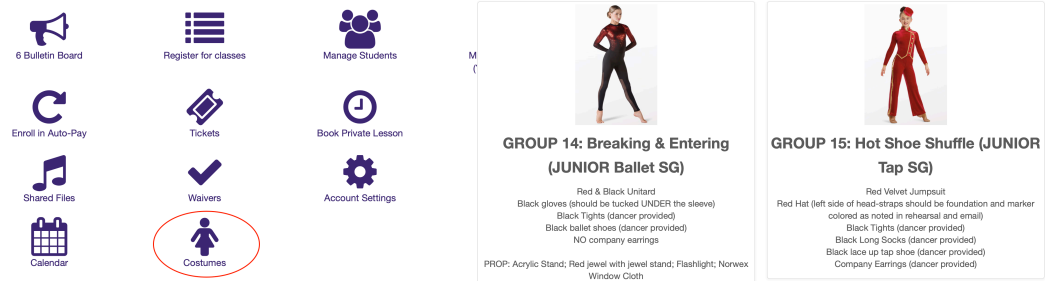
COSTUME RENTAL TERMS OF AGREEMENT
The following terms are agreed to by checking out your rental costume:

- **Costume Rental Fee = $40/costume**
- The costume and all of its accessories should be returned at the venue at the conclusion of the performance.
- A non-refundable fee of $50 will be charged for costumes not returned by the set due date.
- Please do not remove any sizing tags or make any alterations to the costume without prior approval from the studio.
- The costume rental fee includes a cleaning fee for this costume. Renters are not responsible for cleaning costumes but will be held responsible for *damage* to the costumes during rental including stains, tears, etc. Be sure to note any existing damage or stains when you sign for your costume. Excessive cleaning and/or repair costs will be the responsibility of the renter.
- Costume renters should check to be sure they have all parts and the correct item #s are recorded for their costume before leaving the studio when they sign for costumes.
- Students are responsible for providing their own items as listed in the Parent Portal.
- It will be your responsibility to return all of your rented costumes at the designated times and location. **Any costumes that are not returned will be subject to a $50 non-refundable fee.**
- Absolutely NO eating or drinking in costumes. Water only!

- **Undergarments** For females: tights worn under a costume serves the purpose of an undergarment. It is not necessary to wear underwear underneath the tights as it will often show and we do not want to see anything peeking out from your beautiful tutus! For more mature females, please make sure proper dance bras with clear straps or straps that match skin tone are worn if needed. Silicone adhesive "petals" are also useful for more mature females. For males, please wear proper under garments.

- **Jewelry & Polish:** NO nail polish, toe polish or jewelry is allowed on stage. This includes string "friendship bracelets" and fake/manicured nails! The only accessories that should be worn are those that came with the costume. Please plan your nail appointments AFTER recital is over!

- **Tights & Shoes & Other Costumes Details:** Information about costume accessories (color of shoes, tights, leotards, leggings and hair) will be uploaded to the "Costume" section of your Parent Portal the week of **April 27th.** **You are responsible for supplying the correct color and style of shoes and tights. These items are NOT included with your costume fee, but <u>are</u> your responsibility.** Please check the Portal for details about the costume accessories you will need to provide/wear. (Examples below)



DRESSING ROOM & DROP OFF/PICK UP INFORMATION

- **SAFETY PLAN IN EFFECT!** Our drop off and pick up procedures reflect our commitment to ensuring that all of our dancers are safe during our Recitals. We ask you to trust that we have put a lot of thought into these procedures and ask you for your full review & compliance.

- **Dressing Room DROP OFF:** Please plan to have <u>one parent</u> drop off your dancer. This parent will check in at the check in table to confirm your dressing room assignment when you arrive. At that time, you will be given a card with your dancers name on the back of it. **Please keep it safe** as it will be what you need to pick up your dancer at the conclusion of the performance. Once you drop your dancer off, you will need to leave the dressing room area unless you are a registered volunteer. **NO PARENTS, other than registered volunteers or faculty members, are permitted in the dressing rooms during the performances.**

- **Dressing Room PICK UP:** Please send only one parent to the dressing room to pick up your dancer. ALL dancers will be kept safely in the dressing room until a parent has picked them up. Please form a line outside of the dressing room according to the map shown at the end of this packet. You will need to present your dancers "pick up card" to the dressing room volunteer in order to pick up your dancer. *This procedure applies to all dancers age 12 and under.*

- **Dressing Room Assignments:** Dressing room assignments will be posted to the Spring Recital webpage the week of the performance. **Please understand that it is critical that your dancer use their assigned dressing room** as this is how we ensure that we have all dancers stage ready when it's their time to perform. If you have a concern regarding a dressing room assignment, you will need to see a member of our staff to discuss it.
- **Changing in the Dressing Rooms:** We have a large volunteer staff who will be in the dressing rooms to assist your dancer(s) with any needs they might have. These volunteers will be well trained and will help keep your dancer safe and on time. NO PARENTS, other than registered volunteers or faculty members, are permitted in the dressing rooms during the performances. *If your dancer is modest and uncomfortable changing in the dressing room, we recommend having them wear a nude, spaghetti strapped leotard that can be worn under all of their costumes and tights.* **EXAMPLE HERE.**
- Once the performance begins, **all dancers must remain backstage in their assigned dressing room until the conclusion of the performance.** Our parent volunteer team will assist with any needs they might have and ensure their safety to and from the stage. At the end of the show, the Pick Up Policy outlined above will be in effect for getting your dancers from the backstage area.
- Please have young dancers bring an activity to keep them busy during their waiting time in the dressing room (iPad, coloring book and washable crayons/colored pencils, board games, etc.). Older dancers can bring electronics or other activities, but keep in mind that access to WiFi is limited and may not be available in the dressing rooms.
- Water bottles can be brought into the dressing room, but no other drinks are allowed.
- No men or boys allowed in the women's dressing rooms.
- NO pictures may be taken inside the dressing rooms. We will have several photo backdrops for you to use for photos in the lobby areas. You may also take pictures in the hallway areas.

HAIR REQUIREMENTS

- All dancers in the "Tiny Dancer" classes should have their hair pulled back away from their face. A bun is preferable, but if hair is too short for a bun, just pull the hair back away from the face.
- All other dancers are required to wear their hair in a high "ballet bun" **with no part**. When looking at the dancer from the front, you should see the top of their bun. **A bun tutorial can be seen by clicking here**!
- Please use a hairnet that matches your natural hair color to secure the bun. These are available at Attitudes and on Amazon.
- Hair accessories will go on the right side of the bun (dancers right) or directly on top of the bun. Please review the costume specifics in your Portal.





MAKE UP SUGGESTIONS AND REQUIREMENTS

- Make up is required for all dancers so that the audience can see their face on the stage. We ask that you use eye shadow, pink blush, and red lipstick. Mascara, eyeliner, and false lashes are optional. For dancers under age 6, pink blush and red lips are all that is necessary.
- Eye shadow recommendation: We recommend using Maybelline number "040 Charcoal Smokes". An Amazon link to this recommended shadow can be found by **clicking here.**
- Pink blush recommendation: We recommend using Covergirl Cheekers #110 - Classic Pink. An Amazon link to this recommended blush can be found by **clicking here.**
- Lipstick recommendation: We recommend using the "Blue Red" color of Lipsense lip color along with the "Glossy" Lipsense Gloss. It is available on Amazon, at Attitudes, as well as through several studio mom's who are representatives. We use this lip color because it does not smear, bleed, or even come off (without soap and water)! If you do not want to purchase a Lipsense lip color, you may choose any true red lip color, but please try to use one that is a "color-stay" formula so that the lipstick does not stain the costumes.
- Eye Make Up Tutorial: **You can view a quick make up tutorial by clicking here.**
- **Click Here for a Make Up Diagram with explanations!**



TICKETS & WATCHING THE SHOW

- Tickets for RESERVED seating are available to purchase through your Portal and will go on sale November 2nd at 12 pm. A link to ticket sales can be found on our Recital webpage (www.dancemechanix.biz/recital). Anyremaining tickets will be sold at the door, but please note that in the past, we have not had many tickets available at the door and so advance purchases are **strongly recommended.**
- Tickets are $18 for adults (16+), $12 for children (ages 3 - 15), and lap children (ages 2 and under) are free of charge. A small convenience fee will be added to all tickets purchased online. To avoid some of the processing fees, you can purchase tickets at the front desk with cash or check, although some fees will still apply.
- **Tickets are non-refundable.**
- **PLEASE READ:** To avoid distractions to our viewing audience, **we ask that you remain seated for the duration of the act except for emergent situations only.** We will have an intermission halfway through all of the performances and this would be a great time to use the restroom before returning to the auditorium for the second act. For safety purposes, a**ll dancers are required to stay for the duration of the performance and will participate in the final bow.**

RECITAL & COSTUME FEES

- **COSTUME FEES**: **Each class** that participates in the recital will be charged a $40 costume rental fee. Your online account will automatically be charged for this amount and **costume fees are due no later than October 29, 2026.**
- **RECITAL FEES:** Each participating dancer will be assessed a $15 recital fee to help cover the cost of venue rental, teacher salaries, lighting personnel, and the many other costs that we incur in order to provide this stage opportunity. ***Included*** in your $15 fee will be a digital link of each of the performances that you can keep and share with friends and family as well as a holiday ornament that will be given out during the final on-stage bow.

MDM MERCHANDISE & FLOWERS

- We will have some fun new MDM branded merchandise available for sale beginning at Dress Rehearsal. Come early for best selections as merchandise is sold on a first come, first serve basis!
- We will have flower bouquets (holiday selections) available for purchase for **$TBA**. We strongly encourage you to **PRE-ORDER them online** through the Showcase webpage. **PRE-ORDERS ARE DUE BY .** To pre-order your flower bouquet, **click here.**
- We will have a very limited amount of flowers available to purchase onsite.

PICTURES & VIDEOS

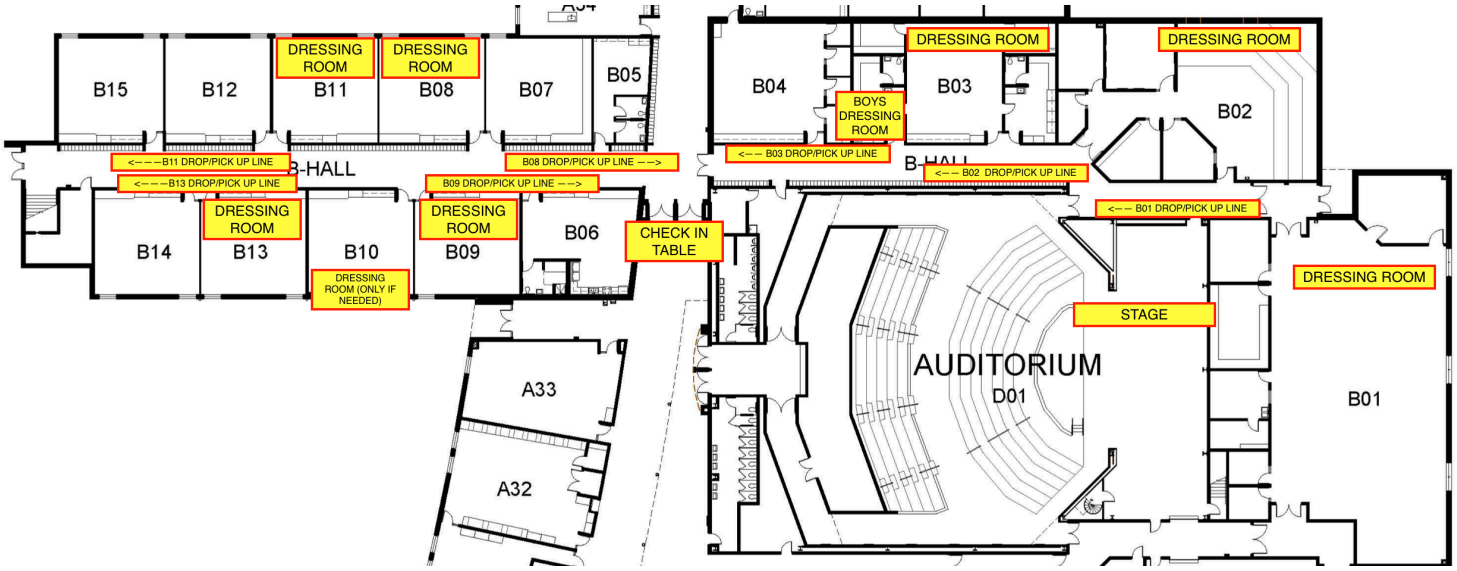
- We will **NOT** have professional photographs taken of the dancers during Dress Rehearsals, but we will have several fun backdrops for you to take photos of your dancer and your family.
- You are welcome to take videos and non-flash pictures of the DRESS REHEARSAL performances, but **NO video taping or flash photography is allowed during the performances. Flash photography is especially dangerous to the dancers on stage, so please make extra sure that your flash is OFF while taking pictures.**
- **IMPORTANT NOTE ABOUT FAMILY PHOTOS:** Please take any and all photos of your dancer **in their** costume prior to the performance as they will have to turn their costume back in immediately following their stage performance. We have lots of fun backdrops available in the lobby for family photos both before and after the performance. But just know that photos in the lobby taken after the performance will NOT be in costume. Thank you for your understanding!
- MDM owns the right to all of the choreography performed during the Holiday Showcase. Please do not post choreography in its entirety on any social media site; unless you give credit to the choreographer (the instructor) and the studio.
- All of the performances will be professionally recorded. Each family will receive a digital link to download of the performance. **This is included in your recital fee.**
- If you would like a DVD or USB of the performance, you are able to purchase those items for approximately **$25 - $30**. To order, please complete an order form envelope with enclosed payment and drop it in the box at the merchandise table or at the front desk.

VOLUNTEER HELP NEEDED



It takes MANY volunteers to facilitate this production! If you are able to volunteer to help with our many backstage and dressing room needs, please sign up by CLICKING HERE. Thank you in advance for helping when and where you can…we couldn't offer these performances without your help!

DRESSING ROOM & VENUE MAP



FAQ

Is Dress Rehearsal necessary?
Yes! As much as we are preparing for the recital in the classroom, dress rehearsal is an opportunity to introduce the dancers to the flow of the show, the feel of the stage with lights and spacing, and how the feel of dancing in costume PRIOR to performing in front of an audience. Dress Rehearsal also helps alleviate a lot of "stage fright" issues and helps dancers to feel confident and excited about the performance.

Can I watch the Dress Rehearsal?
Yes! Parents are welcome to watch the Dress Rehearsals and take NON-FLASH photos and videos. Videos and photos are not allowed during the performance so doing this during Dress Rehearsal is encouraged. While watching, please use good theatre etiquette by not talking too loudly, applauding for all dancers, and refraining from any kind of negative talk regarding dancers or their performances.

Can I pull my child after they dance on recital day?
No. All dancers are required to remain backstage until the Finale/Bow is complete. This is for the safety of all dancers. Once the show begins, the focus of our volunteer team will be to ensure that the show runs smoothly and that dancers are where they need to be for performances. We do not have the capacity to safely dismiss students while the performance is taking place. When the bow is completed, all dancers will be escorted by staff members or volunteers back to their assigned dressing rooms where they will wait for a parent to check them out using their "check out card".

Does my ticket count towards all shows?
No. If your dancer is assigned to more than one performance, we do offer a courtesy ticket discount that applies to two tickets. You will receive an email with this information.

Can I go backstage or to the dressing room area during the performance?
No. Only MDM faculty and registered volunteers may go backstage during the performances. One parent may drop off and pick up in the dressing rooms before and after the shows.

FAMILY RESPONSIBILITY CHECKLIST

- ☐ Label each costume, accessory, tights and shoes with your dancers name and/or initials.
- ☐ Ensure you have the appropriate color of tights (or socks) and shoes for each dance.
- ☐ If you are not using a dance garment bag, please make sure that the hanger your dancers costume is on is labeled with their name. Dance garment bags are very helpful and can be found on Amazon here.
- ☐ Pack your make up, hairspray, extra bobby pins, and any other items that might be helpful. A helpful packing list can be found here (it is comprehensive and not all items may be necessary!)
- ☐ Dancers should **check in** wearing the costume for their first dance.
- ☐ Make up and hair should be done at home if possible. Touch ups can be done in the dressing room.
- ☐ Pack activities to stay busy in the dressing rooms. Snacks that are NOT messy can be packed as well as WATER. No other drinks are allowed in the dressing rooms.