



2023 RECITAL PACKET



Dear Super Awesome and Supportive Parents,

Please carefully read the information provided in this packet. Our recital will be on Sunday May 14th 2023 at 4pm. If you have questions after reading through this information, please feel free to call us at 832-463-1994, or email MoveNationDanceAcademy@gmail.com.

We thank you for your participation in the MoveNation dance family during the 2022-2023 dance season and look forward to sharing this amazing experience with you in celebration of your dancer.

Thank you,

*Ms. Jennifer
MoveNation Dance Academy Owner/Director*



RECITAL CALENDAR

Jan 29 th	Recital Packets Distributed
Jan 30 th – Feb 4 th	Costume measurements before/after class, DON'T MISS!
February 8 th	Parent Volunteer and Stage Mom/Dad Sign-up Sheet Posted
February 11 th	Recital Packet returned SIGNED
February 26 th	Initial Parent Volunteer Meeting – 1-2pm
February 11 th	First 25% or Full Payment of Recital Fee DUE
<i>March 13th-17th</i>	<i>Spring Break Camps – No Regular Classes</i>
March 11 th	Next 50% of Recital Fee DUE
March 20 th	DEADLINE to order 2023 Recital ADS (business & personal)
April 15 th	Parent Volunteer Meeting – 1-2pm
April 15 th	Final 25% of Recital Fee DUE
May 1 st	May Tuition DUE (Any Outstanding balances must be paid to retain recital participation.)
Apr 29 th – May 5 th	Costumes are distributed in class. DON'T MISS CLASS! (<i>All outstanding recital fees must be paid to receive costume</i>) *subject to change
Apr 29 th	Hair & Make up parent TUTORIAL – 1pm
May 2 nd	Recital Picture Info Zoom Meeting (online) – 7pm
May 6 th	Stage mom or dad/volunteer meeting at the studio – 1:45pm
May 6 th	Deadline to Sign-up for Recital day hair and make-up appointments
May 6 th	Recital PICTURE DAY! – 11am-3pm
May 6 th	Flower Orders Due
May 6 th - 12 th	In class Show Rehearsal (All Dancers must attend class – (NO COSTUME/NO AUDIENCE) Be surprised on recital Day!)
May 13 th	Dress Rehearsal 3pm arrival time
May 14 th	SHOW DAY!!! - Show begins at 4pm !!!
May 27 th -29 th	MEMORIAL DAY – No classes
***Arrive 30 minutes before show and check in with your volunteer at your designated waiting area.	
ALL dancers must have hair and make-up DONE to be counted as present.	
Bring costume(s) on hanger, protected by a garment or trash bag (clean, unused one!)	
Make sure you have all shoes & accessories before you head to the theater! (We do NOT have extra shoes)	



2023 RECITAL THEME - "Metaphysical"

RECITAL FEES

A Dance Recital is no small effort, and requires many months of preparation, many administrative and venue related costs, and of course the final production and costumes are what most people see. Your contributions are required for participation and prompt payment helps ensure timely purchase of related costs. Recital fees can either be paid in full by February 11th or you may follow our Payment Plan.

Payment Plan: first 25% due February 11th, next 50% due March 11th, final 25% due April 15th.

If your account is past due when the costumes arrive, your child will not be allowed to take it home. Recital fees are non-refundable.

2023 Recital Fees Include:

- Costume(s)
- Tights for each routine
- Recital T-shirt
- Recital Gift for child
- Souvenir Recital Program (ads are extra, please place a congratulatory ad for your dancer!)
- Recital Video Digital File
- Recital Photo Sitting Fee

2023 Recital Fee Packages:

- 1 Costume: \$175
- 2 Costumes: \$235
- 3 Costumes: \$295
- 4 Costumes: \$355

**Families with multiple children in the show pay a separate recital fee for each child. Sibling discounts do not apply to recital fees.*

RECITAL PARENT VOLUNTEER SIGN-UP – February 8th

During the next few months, there will be several opportunities to help organize, plan, lead and assist many activities leading up to the big day. This is a great opportunity to step in and become more involved with MNDA. Some of the areas we will need help with are costume measurements, program ad sales, organizing stage volunteers, costume distribution, set design, and more.

We will post the parent volunteer sign-up sheet in the portal and in the studio on or before February 8th. The first meeting will be February 26th 1-2pm. If you cannot attend the meeting, you can still volunteer, but may miss out on some planning/assignments of duties.

STAGE MOM or DAD/VOLUNTEER SIGN-UP – February 8th (Deadline is May 6th)

During each recital performance, we need numerous volunteers to check in dancers, help supervise backstage, distribute snacks, assist potty breaks, organize dancers in line-ups and the finale.

We will post the stage volunteer sign-up sheet in the portal and in the studio on or before February 8th. Stage Volunteers will NOT need to purchase a recital ticket for themselves for the performance. Also, stage volunteers may need to help with their assigned class(es) during the rehearsals.



There is a mandatory meeting for all stage volunteers held at MoveNation Dance Academy on May 6th @1:45pm. At the meeting, we will distribute stage volunteer assignments and discuss important instructions regarding specific duties. Stage volunteers will receive a complimentary recital T-shirt to wear while helping backstage.

SOUVENIR RECITAL PROGRAMS

Souvenir recital programs will include each class's students' names, business ads, message ads, acknowledgements, and other memorable information.

PERSONAL ADS: DEADLINE – MARCH 20th: Family members and friends can place ads in the program for their special dancers. Ad spaces available are ¼ page, ½ page and full page, in color. To place a message ad in the recital program, please fill out the personal ad form included in the back of this packet. We must receive your form, pictures, and payment no later than **March 20th** to be included in the souvenir program.

BUSINESS ADS IN PROGRAM: DEADLINE – MARCH 20th: Business ads can be purchased for the souvenir program. Ad spaces available are half-page, full-page, front inside cover and back inside and outside cover. Please contact the studio office if you or anyone that you know are interested in placing a business ad, and an order form can be emailed to you. **Finalized ads should be emailed to MoveNationDanceAcademy@gmail.com or provided on a flash drive to the studio office no later than March 20th.** Please note that studio staff members are not responsible for editing or designing business ads, so please make sure ads are the correct size (program pages are standard 8 1/2" x 11").

RECITAL Digital File

When the video production of our show is complete, you will receive an email with a link that will direct you to a protected page that will give you directions on how to download the recital video. It's included in your recital fee!

COSTUME WEEK May 6th - 12th *Subject to change

Please make every effort to attend regular classes this week, and be attentive to the possible needs for alterations of your dancer's costume(s). It is not likely any alterations will need to be done, but it's important to take note they do happen. All costumes should be paid for by this date, and dancers will take them home (unless otherwise noted by the teacher).

ACCOUNT BALANCES - PAID BY MAY 3rd

For your child to participate in this year's recital, **any balance due on your studio account must be paid in full by May 3rd.** Final account statements will be sent out by May 1st (*Remember tuition is due on the first of the month*).

Recital Picture Day Informational Zoom Call May 2nd 7pm

This is an opportunity to meet the photographer and learn what to expect on Picture Day.

Join Zoom Meeting:

<https://us02web.zoom.us/j/83668044392?pwd=N211NVBUZXhBbEw2RWNoQnM0bEo3UT09>

Meeting ID: 836 6804 4392

Passcode: PICME

RECITAL PICTURE DAY: May 6th 11am-3pm



Recital pictures will be taken at MoveNation Dance Academy. Sitting fees will be paid for by the studio for each dancer 18 years of age and under. Each class will have a scheduled photo time, during which **individual pictures** will be taken. Students need to wear their recital costume, recital tights, and bring dance shoes appropriate for each costume (ie. Tap shoes for tap costume and ballet shoes for the ballet costume), and have their hair done as instructed in their Costume Details sheet. Light make-up is recommended for pictures: neutral tone eyeshadow, blush, mascara and red lipstick or lip gloss. Picture order forms will be handed out the week before pictures, and students in multiple classes will need to turn in a form for **EACH** different class. Our photographer will have examples of some of the higher end heirloom options on display the day of pictures. Order forms need to be completed and turned in, with full payment, on picture day(s). The schedule for picture day will be handed out the week of pictures. Please plan on arriving 10 minutes before your child's time slot, and be prepared to stay longer if needed. If you are late, please understand you will lose your place in line and have to wait until a spot opens up. Also, please have your child dressed (except for shoes and large tutus) and fully prepared for her/his picture to help us and the photographer stay on schedule. **AVOID AT ALL COSTS GETTING COSTUMES DIRTY OR WET**, this means absolutely no eating or drinking while in costume. If you would like to take personal pictures during picture weekend, you may do so only in the waiting areas, to ensure the photographer can continue to work without distractions or disturbances to the set.

FLOWER PRE-ORDERS

We have a florist that will provide a selection of pre-ordered bouquets that will be purchased prior to the event and picked up at the show. This is a great convenience and one less errand to run on such an already busy day. Order forms will be available online in May and required to be submitted and payment received by May 6th. Flowers will be delivered to the venue and available to pick up before the show and at intermission only.

TICKETS

Tickets will be available for purchase in our parent portal. There are no Promo Codes for parents this year. To avoid any confusion this year, we have reduced Recital Fees, but everyone will have to purchase a ticket if they are sitting in the audience (parents/siblings/etc). Please be sure to print your ticket and bring it with you. The last thing our staff should be doing right before the show is looking up your ticket purchase!

INDIVIDUAL CLASS REHEARSALS

To better prepare our students for the recital, each dancer is encouraged to be at every dance class from now until the end of the school year. This practice helps our dancers become familiar with their routine, staging, entrances and exits, etc. If attendance becomes a problem with any of our classes, the teacher may call a special rehearsal. Studio wide rehearsals are scheduled as well, please see the schedule below and mark your calendars for each of your child's rehearsal days and times!

SHOW WEEK REHEARSALS:

**Sat May 13th DRESS REHEARSAL 3PM – ALL DANCERS – AT San Jacinto College
Performing Arts Center**



Dress Rehearsal is mandatory for all students dancing in the Recital. This rehearsal offers the dancers a chance to see all the other routines in their show, and realize the magnitude of the event. It will also give parents a chance to know what is going to happen when they drop off their child at the recital. Lastly, this rehearsal allows the teachers to better stage the dancers for their routines, and anticipate possible delays or problems. **Parents will NOT be allowed to stay and watch unless they are a volunteer.** It is possible you will be able to enjoy “standing room only” when you come to pick your dancer up, but we won’t know that until the day of the rehearsal. Expect a “drop off” and “pick up” scenario, so feed your dancer a hefty snack before drop off!

We expect the rehearsal to run approximately 4 hours. Dancers should arrive at their scheduled call time. Students in multiple dances should report to their first class/dance (according to the recital order). An instructor will run the rehearsal stating the numbers that are up next, and the two that are on “on deck.” After their dance, classes will be occupied with coloring and other activities until the Finale rehearsal. After the finale, students who are done practicing will be dismissed. Routines that the teacher(s) believe need more practice, may be asked to stay after the Finale rehearsal for an additional run through.

FINALE: At the rehearsal, we will conclude by practicing the Finale. As tempting as it will be to take your dancer after they have finished rehearsing their routine(s), please do not. A big part of team and character building is teaching our children that they should support one another. Their routine is very important, and so are the routines that all of the other children are performing. Please allow your child to stay and cheer them on.



IMPORTANT INFORMATION ABOUT THE REHEARSALS

1. Because of space limitations, only parents listed as volunteers will be permitted to stay. **When you arrive at rehearsal, please check in with MNDA staff inside the door. If you are personally unable to bring your child to rehearsal, please email us by May 6th letting us know who will be bringing/picking up your child.**
2. Students and parents should not bring food or beverages to rehearsal. Feed your dancer a hefty snack beforehand, please. They can have a small spill proof water bottle in their dance bag.
3. Dancers will have access to the restrooms as needed during the rehearsal. Our volunteers & staff will take good care of it!
4. For the rehearsal, students will be in the backstage area in dressing rooms and practicing wardrobe changes, please check before you leave that all belongs go home in proper condition and if there are any wardrobe issues, please notify teachers immediately. We will be allowed to leave items at the facility overnight. If you so desire to leave costumes, please ensure that they are labeled on a tag or garment bag..
6. During the rehearsal, students need to stay quiet (yes, this is always a challenge...but it's possible!). Make sure your dancer understands appropriate behavior during the rehearsal. Running around the room, wrestling, screaming, playing the "he/she touched me!" game, etc. will not be permitted. Whispering to their friends and doing their best to giggle and have fun without being noticed is a great game to teach them to play!

2023 RECITAL May 14th 4-6:30pm

Our recital venue is San Jacinto College South Campus Fine Arts Center at 13735 Beamer Rd. Houston, TX 77089.

Classes will only perform one time with the exception of Pre-School Combo classes performing twice (once for ballet and once for tap). Some dancers may perform more than once due to having multiple classes. Showtime is scheduled for 4:00pm.

Students need to arrive at the auditorium 30 minutes before show-time, with hair and make-up **DONE**. Dancers taking advantage of our hair and make-up appointments will be given additional instructions. Please enter the lobby and follow the signs pointing to the dressing rooms. Dancers should report to their assigned dressing room, which will be posted, and remain with their class until further instructed by a stage volunteer or instructor. During this time, dancers may touch up hair and make-up or change into costumes. Visibly wearing costumes to the Theatre on the day of the recital is not permitted, and **dance shoes are never to be worn on the street**. You may wear your Recital T-shirt over the tights and leotard portion of your costume if your costume has several pieces. Also, please do not allow dancers to eat, play, or go anywhere than the specified locations at the specified times detailed in this packet while wearing their costumes!



During the recital, students are expected to stay for the entire show and participate in the Finale. At no time during the performance or Intermission should students leave to sit with family/friends in the audience or visit the concession stand. Please make sure your child understands these rules. Students should use the restrooms backstage instead of the Theatre's public restrooms.

At the recital, students will need to wear their hair as instructed (you will know your child's hair instructions the week before picture weekend). Please make sure hair is hair sprayed or gelled securely, and use bobby pins to secure any loose hairs. If your child has a hair accessory with their costume, please secure it tightly with bobby pins so it does not fall off during the dance. All dancers need to wear make-up during the recital, as stage lights wash out skin color. We recommend using foundation (a half shade darker than normal skin color), blush, eye shadow, mascara, eyeliner, lipstick, and bronzer for lighter skin tones.

Regular underwear and bras can be visible under costumes on stage, and are not permitted. These things should also not be worn to dance class, so please start practicing getting used to it now. Be sure to check your child's dance shoes to make sure they are not too tight! We recommend purchasing these items at least three weeks before the show. We also recommend "boob-eez" stick on bras for those dancers who need support. These can be ordered in our online store in the portal.

During the recital, we will have volunteers in charge of supervising many of our classes backstage. The venue this year does have monitors in the two main dressing rooms that will display the show as it is occurring so that stage runners, stage parents, and dancers know where we are in show order. This will be nice for dancers and parents to also get to enjoy the recital performances. For younger students, there will be coloring books and crayons to help pass the time, and, if necessary, we will play a movie for our little ones while they are waiting in their dressing rooms. Students may want to bring a small, quiet game or activity. Please make sure they have a hefty snack before getting in costume!

Because of dancers changing costumes throughout recital, only females will be allowed in the dressing room areas backstage at the Theatre (with the exception of the boys dressing room). When necessary, volunteers may come backstage during recital to assist younger children who need help changing costumes. If you are new to the dance world and are concerned about complete nudity, your dancer may wear tan tights under their pink tights if they have more than one pair of tights to be used for different costumes (ie. Preschool ballet and tap costumes). We also ask that snacks not be brought into the dressing rooms (in case of food allergies). A safe and mess-free snack (like animal crackers & pretzels) will be provided by the stage volunteers. Students should bring their own water bottle (with secured lid) to keep them hydrated while waiting. Make sure all clothing, shoes, water bottles brought by each dancer is labeled.

For the safety of our dancers, and the quality of your recital video, please refrain from using video recorders and cameras during recital (flash and lights can be dangerous and distracting, especially during turns!). Please pass this information along to family and friends who will be attending! Pictures can be taken backstage, and in the lobby, before and after the show.

FOLLOWING RECITAL

After recital, students who are 10+ years old will be allowed to exit the backstage areas on their own to find their parents in the lobby. Students younger than ten years old will remain in the dressing room areas and wait to be picked up. We ask for your kindness and patience while collecting your dancer(s) after the show. Before you leave the dressing rooms, make sure you have picked up all personal items.



HELPFUL TIPS & REMINDERS FOR RECITAL

1. No videotaping or taking pictures during recital performances. You may videotape or take pictures during studio class time if the teacher invites you to. Pictures can be taken after recital!
2. No underwear or bras under costumes. Nude dance bras, nude leotards, and nude dance briefs are allowed and can be purchased through MoveNation Dance Academy, just ask.
3. Please label all dance shoes and costumes with your child's initials. Keep track of all costumes and accessories.
4. Due to food allergies, do not bring snacks to recital. You may bring a small water bottle with a lid. Stage moms will provide a suitable snack.
5. Dancers are not permitted in the audience or lobby or at the concession stand at **any time** during the recital.
6. Please be sure your child uses the restroom before recital. Students should use the restrooms backstage only.
7. Dancers will arrive through the lobby and check in to find out which dressing room they are assigned to. At that point they should remain backstage in the dressing room area until the end of the show.
8. Only females are allowed backstage and into the dressing rooms. Do not bring children or family members with you. There is a lot to do backstage in a limited amount of time and space and to keep the show running on time, we ask that only volunteers and staff remain backstage and that parents have asked all questions prior to drop off in order to make the process quick and efficient.
9. We ask that moms check on young children backstage **ONLY** if it is absolutely necessary. We do sometimes need mommy/daddy's comfort and will definitely text you during the show if you are needed backstage.
10. Please double-tie tap shoe ribbons and tuck ballet shoe strings into shoes before recital (if applicable). We recommend Easy Strap Velcro Tap shoes and Ballet Shoes that do not have strings so that there are no issues with ribbons or strings.
11. Please be respectful and pick up after yourself while at the event venue.
12. Make sure all hair accessories are secured in place with bobby pins.
13. Students must stay for the entire recital and Finale.
14. Only enter or exit the theatre in between dances to politely avoid blocking the view of others watching and distracting the dancers performing.
15. Observe the authority of the volunteers and please be patient, prepared, and understanding amid the many situations that may arise on Recital Day.

THANKS FOR TAKING THE TIME TO READ THIS INFORMATION!



2023 Recital Personal AD Form – DUE March 20th

NAME OF DANCER(S) AD IS FOR: _____

NAME OF PERSON PLACING AD: _____

PHONE NUMBER IN CASE OF QUESTIONS: _____

The program pages are 8 ½ x 11

Ad format (check your choice):

- ¼ page BW: \$45
- ¼ page Color: \$70
- ½ page Color: \$120
- Full page Color: \$185
- Full Page Color Inside Front Cover: \$250
- Full Page Color Inside Back Cover: \$250
- Full Page Color Back Cover: \$300

PLEASE WRITE THE TEXT BELOW EXACTLY AS YOU WOULD LIKE IT TO APPEAR IN THE AD. INCLUDE WHO AD IS TO AND WHO IT IS FROM. WE RECOMMEND KEEPING THE MESSAGE SIMPLE AND SHORT.

We will choose a font for your ad **unless** you specify one below. (Microsoft Word fonts only). If you are not using a picture taken at one of our picture days, please send the image you would like to use to movenationdanceacademy@gmail.com. If you would like to use multiple images, you will have to create the collage and send as one jpeg image.

*FONT PREFERENCE _____

PAID WITH: CASH _____ **CHECK#** _____ **Parent Portal** _____



Recital Participation Contract

Dancer's Name: _____

I have read through the 2022 Recital packet, provided to me by MoveNation Dance Academy. I understand that, by signing this page, I am committing myself (both physically, emotionally and financially) to fulfilling the obligations required to participate in the recital. I further understand that by committing myself to this event, I may have a life altering experience on or around May 14th as I watch my dancer take the stage and my heart fills with joy beyond my expectations.

Lastly, it has been made clear to me that if it is decided at a later date that my dancer cannot perform in the show, **NO Refunds** will be issued (an account credit may be given in extraordinary circumstances at the Director's discretion).

I choose to remit Payment (select one option):

By Payment Plan In Full by Feb 11th 2023

I would like my Recital Fees automatically processed via Auto-Pay: Yes / No

Parent's Name: _____

Signed: _____

Date: _____