

# **Maine Dance Center**

## **2023 Recital Packet**



**Saturday, May 13, 2023**

**11:00 am & 3:00 pm**

Windham Performing Arts Center  
406 Gray Rd Windham, ME 04062

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# 1. COVID-19 Protocols

Windham Performing Arts Center is mask-optional. We ask that between now and the recital, please stay home if you are at all sick and mask-up if you do need to come in. If a student is in class with a repeated cough we will ask them to put on a mask.

## 2. **IMPORTANT DATES:**

**Recital Tickets Go On Sale: AT THE FRONT DESK ON SUNDAY, APRIL 16th 9:00AM  
Cash or Check only!**

**Recital T-shirt Order Forms Due By: April 16th** (submit order on:  
[www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital))

**Recital Picture Days: April 29th at Maine Dance Center** (see detailed schedule at the end of this document)

**Program Ads & Good Luck Wishes are due by: Monday, April 24th** (submit order on:  
[www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital))

**Last day of regular classes: Thursday, May 11th, 2023**

## 3. RECITAL TICKETS

Recital tickets can be purchased at the front desk. Ticket sales will open at 9:00 am on Sunday, April 16th. Account balances must be at \$0 in order to purchase tickets (not counting summer tuition).

Seating will be assigned when you purchase your tickets - tickets are sold on a first come, first served basis.

**Tickets are \$22/each - cash/check only at the front desk and \$25 at the door the day of the show.** We will be offering a discounted ticket rate on the first sale day: April 16th. Tickets this day only will be \$20.

*Cash-only will keep us from losing processing fees and keep your costs lower. Thank you!*

Students wishing to see the performance from the audience must also purchase a ticket. Your dancer may sit in the audience with you after they perform, or well before they perform if they are placed later in the show's line-up (dancer should be backstage 7 numbers before theirs). There is no limit to the number of tickets any one family may purchase. Recital tickets are non-refundable/exchangeable once purchased.

\*\*\*\*REMINDER: IF YOUR DANCER IS GOING TO BE SITTING IN THE AUDIENCE AT ANY TIME, YOU WILL NEED TO PURCHASE A TICKET FOR THEM AND CHANGE THEM INTO STREET CLOTHES. NON WALKING CHILDREN (LAP CHILD) MAY SIT IN A PARENT'S LAP IF NEEDED. THIS IS A FIRE CODE SAFETY RULE\*\*\*\*

A majority of our parents with preschool and elementary age dancers do purchase a ticket for their child to sit with them when not performing. Students may also elect to wait backstage with chaperones in the dressing rooms for the entire length of the show. For our youngest dancers, if they are waiting backstage, please pack coloring books or small games to keep your dancer busy over the 2+ hour length of the show (no markers please). You may also want to pack a towel or blanket to sit on.

Dancers sitting in the audience cannot be wearing their costume. Please bring nice street clothes and change your dancer prior to or after their performance.

## 4. MEDIA FEE

This is something we found our customers really enjoyed in years past. ***There will be a \$35 media fee per family on your Dance Studio Pro account that will cover a digital copy of the recital video that is yours to keep forever*** (you can find this information also in our Student Handbook). All families need to pay the media fee in order to participate in the recital to keep things fair. Because this is a digital copy of the recital video, it would be very easy for people to share the link and steal the video. This media fee prevents theft and protects the videographer's work.

## 5. DRESS REHEARSAL INFO

**\*Check-in at the Check-in Desk upon arrival\***

**Very Important:** All dancers must see the "Check In Desk" upon arriving. The check-in attendant will be stationed outside the auxiliary gym. Please be sure your account has a \$0 balance as accounts must be paid in full prior to participating. This is strictly enforced.

One parent/guardian is allowed to accompany their student at the dress rehearsal. Video taping is allowed at the dress rehearsal but is not allowed during the actual recital.

Numbers are scheduled in 15 minute increments, 2 pieces per 15 minutes (with a couple exceptions).

## 6. FLOWER SALES

It is customary for dancers to receive flowers from family members/friends after a performance. Roses and mixed bouquets will be available for pre-order. Order forms and payment need to be submitted no later than Thursday April 20th. Orders can be placed at:

[www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital) Prices below:

3 Roses (w/ greens and baby's breath) \$17

Multi flower mixed farm bouquet (pre-arranged mix of all types of flowers) \$22

All pre-ordered flowers will be available for pick-up prior to the start of and during the recital.

## 7. PROGRAM ADS AND WISHES

This year we will have both physical and digital programs. The digital program can be accessed via QR codes that will be emailed to students beforehand and posted all around the theater on recital day. You can purchase personalized messages or “wishes” to put in the program for your students or teachers. Prices for wishes and advertisements are below and are due by **Monday, April 24th**. You can order your ad/wish at: [www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital)

One Liner Wish (30 words max) \$10

One Liner Wish w/ photo (30 words max) \$20

1/4 Page Ad (1 photo) \$50

1/2 Page Ad (1-2 photos) \$100

Full Page Ad (1-4 photos) \$150

One-Liner Examples:

- *Congratulations, Little Susie! We love you! Good luck in the recital! - Love, Mom & Dad*

- *Thank you so much for a wonderful year, Miss Allison! You are the best teacher! Love, Johnny*

- *Congratulations to the class of 2022! We love our senior!!! All our best, Grammy & Grampy*

## 8. RECITAL T-SHIRTS

T-shirt orders can be placed at: [www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital)

Order deadline is **April 16th**

Approximately \$20/t-shirt (price varies depending on order quantity)

Design: the front will have our recital graphic and the back will have all of the dancers and teachers' names and the year.

## 9. THEATER ETIQUETTE

An important part of every dancer's education is a lifelong respect and appreciation for the theater. We work hard to educate our students and dance families on how to behave in a professional theater setting. If adults practice this, so will the students. Please note some general theater etiquette principles:

- Please only move in and out of the theater during applause *between* numbers.
- Theater etiquette is different from an outdoor sporting event. Enthusiastic applause is encouraged, but yelling names and other calls to the stage during rehearsal or performance is inappropriate.
- Please silence all devices upon entering the theater (don't forget smartwatches) and turn the brightness on your device all the way down if you are checking the digital program.
- It is viewed as inconsiderate of the dancers and their families to leave a performance prior to its finish (i.e. leaving after your little dancer has performed and not staying to the end of the show). It is a part of the little dancers' education to see the "big kids" perform and leaving a show early robs them of that experience.

We take pride in teaching our dancers respect for their performance facility and as a studio, we like to leave our backstage areas clean! Please be sure your dancer leaves their dressing room space trash and debris free. Even our youngest dancers should begin taking responsibility for good backstage theater etiquette.

WINDHAM PERFORMING ARTS CENTER BEVERAGE/FOOD POLICIES: Food and beverages (with the exception of bottled water) are not allowed in the theater seating area.

## 10. COSTUMES/ACCESSORIES/SHOES - PLEASE SEE THE DETAILED CHART

When you receive your costume, you may need to make slight alterations to make sure that your child's costume fits properly and that all parts are secure. The costume companies send us a costume that is closest to your child's measurements, but few are exact fits. Alterations are at the responsibility of the parent/dancer. We recommend hanging costumes in the bathroom during a hot shower for natural steaming to reduce wrinkles. PLEASE RESPECT AND CARE FOR YOUR COSTUME. After being received, costumes should be hung and never balled up or

thrown around. Costumes **SHOULD NOT** be worn at home or outside of dance. They could be damaged and we cannot get you a new one in time due to stocking and shipping delays.

**Tights:** All students are required to purchase new tights for the recital. Charges will be added to students' accounts. They will be handed out prior to picture day.

**Undergarments:** Do **NOT** wear undergarments with your tights - it shows through.

**Shoes (purchased through the studio):**

Creative Movement - pink leather or canvas ballet shoes, boys: black ballet shoes

Jazz: black or tan jazz shoes (decided by teacher)

Tap: black tap shoes

Ballet: pink leather or canvas ballet shoes, boys: black ballet shoes

Hip Hop: black sneakers (purchased at front desk)

Lyrical: lyrical half shoe or barefeet (decided by teacher)

All shoes are available for purchase at the front desk. Please allow 1-2 weeks for delivery.

## **11. HAIR/MAKEUP (please see detailed chart)**

- Makeup tutorials are available at [www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital)
- Please remove colored nail polish
- Unless specified by the choreographer, no jewelry aside from performance earrings that can be purchased through the studio
- Please see detailed chart for hair information and visit: [www.mainedancecenter.com/recital](http://www.mainedancecenter.com/recital) for bun tutorials (your teachers are also happy to help teach you how to do the hair!)

## **12. PICTURE DAY (FINEPRINTS PHOTOGRAPHY)**

### **April 29th at Maine Dance Center**

This is an opportunity to have professional photos of your dancer in costume. There is no obligation to purchase pictures, however, we ask that you attend the photo session so both the studio and other dancers can have a memory and picture of the entire class. Please consult the detailed chart included at the end of this packet to see when your dancer's picture time is scheduled. Picture day is held at our studio and photo order forms will be available at the studio on the day-of.

- Please arrive at picture day dressed with hair and makeup already done (according to the chart at the [end](#) of this packet)
- Parents should stay in the lobby during their student's photo so the dancer, teacher, and photographer can communicate more effectively
- Please arrive at least 15 minutes prior to your scheduled picture time

## **13. ARRIVAL AND DISMISSAL PROCEDURES FOR RECITAL DAY**

ARRIVAL CHECK-IN: Please arrive no less than 30 minutes prior to show time. One parent/chaperone should escort their dancer backstage to find their class. We will have chaperones for the backstage area wearing lanyards and they can help answer questions you may have.

Please arrive with your dancer's hair and makeup done. Dancers may come dressed in their first costume according to the program (program will be emailed out the week of the show). If your dancer is in multiple numbers, please have all other costumes on hangers in the order of the performance. Seating begins 30 minutes before showtime.

Students wishing to sit in the audience to watch must have a purchased ticket and be in street clothing. They should return backstage at least 7 numbers before they perform.

Only one parent/chaperone per student is allowed into the backstage dressing rooms. We will have a designated room for male performers.

GREETING DANCERS AND PRESENTING FLOWERS AFTER THE SHOW: If family and guests wish to greet a performer after the show or present flowers, they can do so in the theater's main lobby area after the dancer has been picked up backstage by their parent/chaperone.

## **14. BACKSTAGE DRESSING ROOMS AND COSTUME CHANGES**

Visitors are not allowed backstage or in the dressing rooms during rehearsals or performances. The same applies during intermission and after the show. There is a lot of backstage activity, limited space, and dressing rooms are a private area. Visitors can invade dancers' privacy while changing. Thank you for your understanding.



Parents are responsible for their child's costume changes if they are in multiple numbers, and they should assist them backstage before their next number. Parents should then escort their child to wait with their next class. Please do not take any photos in the dressing room.

## **15. IN-BETWEEN SHOWS (if applicable)**

If your dancer is appearing in more than one performance, the dancer and one parent/chaperone may elect to stay backstage in the dressing rooms in between shows, or the dancer and parent/chaperone may leave and return 30 minutes before the next show.

## **16. RECITAL VOLUNTEERS AND BACKSTAGE MOMS/DADS**

Please sign up to be a volunteer using your [Dance Studio Pro account](#). We need help with ushering, concessions, and backstage chaperoning. We will assign roles and email out detailed responsibilities prior to recital.

## **17. FINAL TUITION PAYMENTS FOR THE SEASON**

**IN ORDER TO PARTICIPATE IN THE RECITAL, DANCERS MUST HAVE A \$0 BALANCE ON THEIR ACCOUNT INCLUDING ANY MISCELLANEOUS CHARGES (BUT EXCLUDING SUMMER TUITION).** If you budget your tuition payments into 9 tuition payments per season, your 9th installment is due May 1st. If you have a question about your account, please email [mainedancecenter@gmail.com](mailto:mainedancecenter@gmail.com).

# **DETAILED RECITAL CHART**



## WHS: Windham High School | MDC: Maine Dance Center

Class Name	Dress Rehearsal time <b>5/12</b> <b>(WHS)</b>	Dress Rehearsal time <b>5/13</b> <b>(WHS)</b>	Tights	Shoes	Hair, Make-up, misc.	Picture Time <b>4/29</b> <b>(MDC)</b>	Number in the 11:00 show	Number in the 3:00 show
Acro 1-4 Monday	5:30-5:45		None	None	Low Pony	1:50-2:10	<b>18</b>	<b>18</b>
Acro 1-4 Thursday	6:15-6:30		None	None	Low Bun	2:35-2:55	<b>2</b>	<b>2</b>
Acro 5-8	6:30-6:45		None	None	Low Bun	6:55-7:15	<b>11</b>	<b>11</b>
Ballet A	4:00-4:15		Pink Footed	Pink Ballet Slippers	High Bun	12:10-12:30	<b>10</b>	<b>10</b>
Ballet B	4:15-4:30		Pink Footed	Pink Ballet Slippers	High Bun	3:05-3:25	<b>24</b>	<b>24</b>
Ballet C	5:15-5:30		Pink Convertible	Pink Ballet Slippers	High Bun	5:50-6:10	<b>5</b>	<b>5</b>
Ballet D/E	7:30-8:00		Pink Convertible	Pink Ballet Slippers/ Pointe	High Bun	5:35-5:55	<b>19</b>	<b>19</b>
Ballet/Tap Wednesday		2:00-2:15	Tan Footed	Black Tap	High Bun	12:45-1:05	-	<b>13</b>
Ballet/Tap Saturday		10:00-10:15	Tan Footed	Black Tap	High Bun	11:50-12:10	<b>13</b>	-
Contemporary Advanced	6:00-6:15		None	None	Low Pony	6:30-6:50	<b>29</b>	<b>29</b>
Contemporary Intermediate	6:30-6:45		None	None	Low Pony	6:45-7:00	<b>23</b>	<b>23</b>
Creative Movement Wednesday		2:15-2:30	Pink Footed	Pink Ballet Slippers Black for Boys	High Bun	12:30-12:45	-	<b>3</b>
Creative Movement Saturday		10:15-10:30	Pink Footed	Pink Ballet Slippers Black for Boys	High Bun, Black eyeliner for Doggie Noses	11:30-11:50	<b>3</b>	-
Hip Hop A	4:30-4:45		None	Black Sneakers	Low Pony	2:05-2:25	<b>16</b>	<b>16</b>

Hip Hop B	4:45-5:00		None	Black Sneakers	Low Pony	2:20-2:40	<b>30</b>	<b>30</b>
Hip Hop C	4:15-4:30		None	Black Sneakers	Low Pony	4:35-4:55	<b>26</b>	<b>26</b>
Hip Hop D/E	5:00-5:15		None	Black Sneakers	Low Pony	4:20-4:40	<b>7</b>	<b>7</b>
Jazz A/B	5:15-5:30		Tan Footed	Tan Jazz	High Pony	1:35-1:55	<b>21</b>	<b>21</b>
Jazz C	4:30-4:45		Tan Footed	Tan Jazz	High Pony	6:15-6:35	<b>31</b>	<b>31</b>
Jazz D/E	7:15-7:30		None	Tan Jazz	Hair Down	7:10-7:30	<b>4</b>	<b>4</b>
Lyrical A/B	6:00-6:15		None	Paws	Low Pony	3:30-3:50	<b>6</b>	<b>6</b>
Lyrical C	7:00-7:15		None	Paws	Low Pony	3:20-3:35	<b>9</b>	<b>9</b>
Lyrical D/E	6:15-6:30		None	None	Low Pony	6:05-6:20	<b>25</b>	<b>25</b>
Musical Theater 1	6:45-7:00		Tan Footed	Tan Jazz	High Pony	2:50-3:10	<b>27</b>	<b>27</b>
Musical Theater 2/3	4:45-5:00		Character Dependent	Character Dependent	Character Dependent	4:10-4:25	<b>15</b>	<b>15</b>
Musical Theater 4	5:30-5:45		Tan Footed	Black Heels	Hair down if there's time	4:50-5:05	<b>14</b>	<b>14</b>
Tap A/B	5:45-6:00		Tan Footed	Black Tap	Low Bun	1:05-1:15	<b>33</b>	<b>33</b>
Tap C	5:00-5:15		Tan Footed	Black Tap	High Pony	3:45-4:00	<b>12</b>	<b>12</b>
Tap D/E	5:45-6:00		None	Black Tap	Low Pony	3:55-4:15	<b>22</b>	<b>22</b>
Teen/Adult Hip Hop	6:45-7:00		None	Black Sneakers	See Kristin	—	<b>34</b>	<b>34</b>
Teen/Adult Tap	7:00-7:15		Black Socks	Black Tap	Dancers Choice- off face	—	<b>17</b>	<b>17</b>
Tumble Tots	4:00-4:15		None	None	Low Bun	1:15-1:35	<b>28</b>	<b>28</b>

Not included in grid (same numbers for both shows):

**1: (Opener): Live in Living Color**

**8: I Can't Carry This Anymore**

**20: Wicked**

**32: Soft Dark Nothing**

**35: (Closer): Life in Color**