

Recital Handbook

Everything you need to know about recital and the events leading up to it!



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Other important info available on the website (separate from this form, under “Recital 2018”)

- Show assignments by class
- Costume photos
- Ticket ordering tutorial and links
- Picture day schedules
- Dress rehearsal schedules
- Show orders
- Info for volunteers

Important Dates to Remember:

Detailed explanations of each of these dates are on separate pages below.

April 17 (Tues) Recital T-shirt Order Forms Due

Class Mom Application Due

April 21 (Sat) Recital T-shirt Payments Due

May 11 (Fri) Senior Pictures and Bio Due

Class Mom Meeting at MHDC - 7pm

**Not mandatory but encouraged if you're a class mom!*

May 4-5 (Fri-Sat) Recital Picture Days at MHDC

May 6 (Sun) Ticket Sales: online reservations begins at 4pm

May 23, 24, 25 (Wed, Thurs, Fri) Dress Rehearsal Days

*(see dress rehearsal schedule for times) *no regular classes during these*

May 26 (Sat) Recital Shows at 10:00, 2:30 and 7:00

(see show assignments and orders for details)

June 16 (Sat) Last official day of classes

Recital T-shirts Info and Order Form:

Each year we create a recital t-shirt that depicts the theme and date on the front, along with each and every dancers' name on the back. By late-March we will be posting a listing of all of our dancers performing in the studio lobby. Please be sure you or your dancer checks their name to ensure correct spelling. (You can print this form and bring payment to the studio office, or access and order online!)

Forms (paper or online) due by April 17

Payments (all forms) due by April 21st

**Forms received without payment will be canceled on April 21st!*

Recital Tshirt Order Form:

Name: _____

Phone Number: _____

YOUTH:

Short sleeve - \$20 each

S(6-8)

M(8-10)

L(12-14)

XL(16)

ADULT:

Short sleeve - \$20 each

S

M

L

XL

XXL

FITTED (longer length) - \$25 each

S

M

L

XL

All orders must be received by April 17, paid for by April 21. Shirts will be available for pick-up at dress rehearsals. There will be limited additional shirts for sale at dress rehearsals, but we strongly recommend ordering through this form. Please call the office if you have any questions on this: (603) 886-7909.

Date: _____ Payment Amt: _____ Payment Type: _____

Class Mom Information:

*In order to successfully perform a show we need the help of several moms to be Class Moms. What does this involve? Watching your child's class before and after they have performed and getting them to the stage area when needed (don't worry we give you direction). Fill out the form below and turn it in to the office by the deadline (April 14) **you will be eligible for \$10 MHDC bucks to be used for summer or fall.** We will have a meeting to review all you need to know on Friday May 11 at 7pm. This meeting is not mandatory, but helpful. Form is available in the recital center of the website, and here:*

2017 Class Mom Participation Form

If you are able to help us as a class mom, please fill out the following form and hand in to the office by April 14 to receive your \$10 MHDC Bucks!! We cannot tell you how much we appreciate your help!

Name: _____

Dancers Name and Class: _____

Email: _____

Please check show(s) you will help with:

A (10:00)_____ B (2:30)_____ C (7:00pm)_____

Senior Picture/Bios

Senior Picture/Bios deadline May 11

Each year we display our graduating seniors for all to see while entering the auditorium. In order to put our display together we will need a picture of you (can be as small as wallet or up to 5x7) as well as a brief bio about how long you have been with MHDC, your favorite MHDC memory and what your future plans are - ie: college you'll be attending and anticipated major if you know or the kind of work you may be pursuing.

Recital Picture Day Information:

Picture days: Friday May 4, and Saturday May 5!

(See "Picture Day Schedule" under "Recital 2018" on our website for your child's call time)

Picture day gives dancers the opportunity to take professional class photos in costume, as well as individual, sibling, and friend photos! During these days we will be taking pictures of our classes in recital costumes. Please refer to the Recital Center on our website for the schedule. **Please arrive at least 10 minutes prior to your scheduled time in costume** (note: when you receive your costume you will have a checklist that includes how hair and accessories are to be worn).

You will also have the option to have your child individually taken (or siblings). To do this you will need to arrive early to do so or plan to stay after as the group photographer and individual pictures are shot in different rooms. You will not be expected to pay any money on this day. There are no regular classes this day as the dance rooms are utilized for pictures. If your dancer will not be able to make it please let us know in advance so we are not waiting for you to arrive.

Pictures taken on these days will be available at your dress rehearsal (in the foyer) for you to see. At that time you decide if you'd like to purchase. Note: The photos will not be available for purchase on recital day - these must be purchased during dress rehearsals. They are sold in sheets much like Picture People. They will have a group print available for each dancer in the class-this is a great keepsake!

A picture day schedule will be made available beforehand via our website along with all other recital information.

Recital Ticket Information:

Ticket reservations begin online on Sunday, May 6 at 4pm!

**Shows may sell out quickly - be sure to create your online account prior to the 6th, so reserving tickets can be completed quickly while seating selection is still great! More info on this in our Recital Ticket Ordering Guide.*

Tickets will be reserved online - no more waiting in line! After reserving yours they'll be ready for purchase/pick-up in the office. We will accept only cash or checks for ticket purchases. We will be providing a "Recital Ticket Ordering Guide" under "Recital 2018" on our website for those unfamiliar with our recital ticket purchasing process!

Commonly asked questions regarding recital tickets...

Why do we need to purchase tickets? For many of you who may be new to dance recitals-you may wonder why this is not part of your annual tuition. The cost of tickets covers the rental for Stockbridge Theatre, stage lights, lighting technician, sound system, sound technician, stage hands, security and much more.

Ticket Cost: \$21 for general seating, \$23 for preferred seating.

Do we need tickets for our younger children coming to see the show? Any child 5 or under that can sit on a lap will not need to purchase a ticket.

Is there a limit to how many tickets we can purchase? You will only be able to purchase 8 tickets at a time.

What if we are in need of handicapped seating? Please notify Michele with your request at mhdcdance@comcast.net no later than April 30. Handicapped seats are for people in wheelchairs.

If my child/children are in 2 different shows do I need to purchase tickets for both?

If you have one child (or 2) who's routine was assigned to 2 different shows with no other options you will receive complimentary tickets for the second show-this would have been listed on the show assignment sheet. If you have one or numerous children taking multiple classes then you will need tickets for both. (Or you could volunteer to be a class mom for the one show!) Please note we try our best to get all classes in one show, but with over 500 dancers it is virtually impossible.

Dress Rehearsals:

Wednesday May 23, Thursday May 24, and Friday May 25 - all are held at Stockbridge Theatre at Pinkerton Academy

Our dress rehearsal schedule is available on our website under “Recital 2018”. In general, most dancers only attend one dress rehearsal day. So, please be sure to find your dancers’ class on the schedule posted on the website.

**Important-you are allowed to take photos/videos of your dancer on stage for dress rehearsal-however, no picture taking or videos are allowed during recital shows on Saturday, May 26.*

What to expect at dress rehearsal:

Dancers will need to arrive and report to their assigned dressing room (this will be noted on their costume checklist) and be ready in costume and with hair done 20 minutes prior to assigned time (makeup is optional this day-depends on what you would like for your onstage pictures). *Be sure to leave plenty of time for traffic and parking.

Dancers will be brought to the stage to perform their number. In general, dancers will walk through their routine without music first and then with music. If the teacher is satisfied, they will be brought back to the same dressing room for you to pick up. At this time you are done-you can expect us to be within 10-15 minutes of this assigned time-we generally do not run behind unless dancers arrive late. So, please help us to stay on time.

*Don’t forget to see your pictures from picture day available in the foyer! The photos will not be available on recital day, so don’t miss them!

What To Expect on Recital Day:

Recital Date: Saturday May 26

Show Times: 10:00, 2:30, 7:00

Please arrive **at least 30 minutes before your show time** with your dancer ready in costume, hair done and with makeup (female dancers only-see below for specifics).

Your dancer and a female caretaker (best if it is the same person who brought the dancer on dress rehearsal day) will be allowed into the main auditorium area to go to the dressing rooms-the same as they were assigned for dress rehearsal. All other family members may find their seats (will open 45 minutes ahead of show time) or if it is a beautiful day wait outside.

Because your dancers' safety is the most important thing, we have a security system in place. Our youngest dancers are housed in Dressing Room A and B -parents will be given a pick up bracelet when your dancer is dropped off to be shown to the class mom at pick up time.

Once your dancer is settled, we ask that you also find your seat. This day will be a bit more chaotic than dress rehearsal as all dancers will arrive at the same time and not on a staggered schedule. Therefore, the sooner we can settle the dancers the better.

All young dancers will remain with their class mom for the duration of the first act of each show. They will color and play games while supervised in the dressing rooms, then will go back out to bow in our junior finale at the end of act I. After this time, the caretaker who dropped off their dancer and received a bracelet will be able to come to the dressing rooms to collect their dancer and their belongings.

Makeup: Each female dancer should wear the following:

Eye shadow- either purple or brown tones, blush, lipstick red or deep wine color, mascara and eyeliner. *For our younger dancers who may not sit still for this, start with blush and lipstick.

Dancers are required to wear makeup as the bright stage lights white out facial features. This is so you can better see your dancer's features on stage!