## Dance & Company's 16<sup>th</sup> Annual Summer Production 2025

## "Sweet Sixteen"

### PRODUCTION REGISTRATION INFORMATION

We are very happy to announce the details of our *16th Annual Summer Production*, scheduled for Sunday, June 29th, 2025 at the Poway Center for Performing Arts! Please read through this entire document to learn more about Production 2025, including registration dates, deadlines, fees and other exciting information. Production choreography will begin in January/February in all dance classes so it is important to keep absences to a minimum going forward. <u>All</u> classes participate in Production, with the exception of adult classes and Acro.

**We will have 2 shows on Sunday, June 29th.** \*Most\* dancers will perform in <u>BOTH</u> shows. Creative Movement, Toddler and Combo classes will only be in <u>ONE</u> show. Be mindful that if your dancer participates in more than one class at Dance & Company, he or she will likely be in BOTH shows. Dance & Company combines some classes of similar styles and levels for large group dances and "Suites." These dances will have combined rehearsals (mostly during regular class time) that will take place during the month of June leading up to the Production. More information will be released in early 2025.

## Production Details | Fees | Commitment | Timeline of Events

#### **Production Registration Fee - Registration Opens on Monday, December 2nd at 9am.**

# A \$160 Production Registration Fee (per performing student) will be due upon registration. \**\$10 off for first 30 registrations.* \**Registration closes on Friday, February 28th.*

The Production fee includes the following: All Production related rehearsals outside of normal class time (these occur during the month of June), one pair of Production tights to be worn with costume(s), a garment bag for your costume(s), an exclusive 16th Annual Production T-shirt to be worn during Production week, and the digital download of the professional video recording of Production Day (both shows). *The Production Fee is a one-time fee per performing student.* Costume fees are additional and are **per dance** that your child is participating in. Production fees increase as of January 6th to \$170 and again on February 3rd to \$180. *\*We accept late registrations on a case-by-case basis, dependent on space and availability of costume(s) and at an increased Registration fee. Space is not guaranteed beyond Friday, February 28, 2025.* 

#### Costume Fees + Tights

#### Creative, Toddler & Combo Level Performers: \$100+tax/costume All other styles/classes: \$110+tax/costume

*Costume fees are not paid upon registration. They are posted to your portal in early March and auto drafted with your primary card on file on March 17th.* Each Production dance requires a separate costume. Parents who have multiple children, and/or who are in multiple dances, we are happy to work with you on a payment schedule. Please email <u>dco.production@gmail.com</u> to get set up on a payment plan no later than Friday, February 28th.

**Tights**: Each dancer will wear the same skin-toned tights throughout the entire show. These are included in the Production Registration Fee. *\*Exception: If you are \*only\* in the Ballet Suite (Ballet Intro and up, NOT Combo), you will only receive pink tights. Additionally, hip hop costumes WITH pants and our male dancers will NOT require/receive tights.* If you are in the ballet suite AND another dance, you will need <u>both pink and tan. One pair is included in your Production fee and you will be charged for your second pair of tights (ranging in cost from \$12-\$14+tax). These will be automatically posted to your portal with your costume fees. *\*We highly recommend purchasing at least one additional pair of skin-toned and/or pink tights for backup; this can be done closer to Production Day.*</u>

\*\*\*Disclaimer: <u>Production fees and costume fees are non-refundable</u>. Once the Production Registration Fee has been paid, you are committed to participating in the show and committed to paying for your costumes. No refunds will be issued for <u>any</u> reason.

#### Finale Info + Participation Fee (Optional)

The fee to participate in Finale is \$160 per student PLUS an additional costume fee at \$110 + tax. *Finale is open to all dancers, ages 8+.* Participation is optional and space is limited. Dancers must be at least 8 years old at time of registration. *\*Finale registration closes on Friday, February 28th OR when spaces fill up, whichever comes first. We always reach capacity, so sign up early.* 

**"What is Finale?"** Finale is the "Grand Finale" dance of the Production; the very last dance of the show and an incredibly special process leading up to the show. The material will be taught via a mix of pre-recorded content, paired with several in-person rehearsals. Rehearsals will begin the weekend of April 25th/26th, with the full schedule to be released in January 2025. You can expect rehearsals to be a mix of Friday evenings and Saturday afternoons. The Finale is often a highlight of the Production for many dancers and is an incredible bonding experience, but we take your attendance and commitment *very* seriously. The Finale theme will be announced soon!

### Below is the current timeline of events related to Production 2025

#### Registration Opens - Monday, December 2nd, 2024 at 9am

Payment is processed upon registration. \*The first 30 dancers to register will receive \$10 off their Production fee.

#### **Choreography Begins - Week of January 27th**

\*Toddler/Combo choreography doesn't begin until the last week of February.

#### Registration Closes + Dancer's class schedules solidified - Friday, February 28th at 10pm

We assume all dancers are performing with all of the classes they are registered in unless we hear otherwise (there will be a space for you to elaborate upon registration.) Late registrations are subject to space and costume availability <u>and</u> at an *increased* Registration Fee.

#### Costume Fees Due - On or before March 17, 2025

Multiple students/multiple costumes? Email <u>dco.production@gmail.com</u> to work out a payment plan.

#### **Ticket Sales**

Tickets will be available for purchase through Poway Center for Performing Arts in April 2025. Prices will be released this spring.

**Costume Distribution** Costume distribution will take place during regular class time at least one month prior to Production Day. More info to come.

#### Picture Day - Sunday, June 8th, 2025

#### Location: Dance & Company Rancho Bernardo

Time: 9am-3pm. A specific time will be assigned to your class(s) in the spring of 2025.

#### Production Week in-studio rehearsals - Week of June 23rd, 2025

#### Location: Dance & Company Rancho Bernardo

Each year, Dance & Company is closed for regular classes during the entire "Production Week", Monday through Saturday, to focus on Production related rehearsals. **If you are not in Production, you will be eligible for make-ups.** All Production participants will be called during this week for "combined" rehearsals, tech/dress rehearsals and show run-throughs. More information to come in Spring 2025.

#### Technical & Dress Rehearsal - Thursday, June 26th, 2025

**Location:** Poway Center for Performing Arts Time: 9am-7pm. A specific call time will be assigned to you in the spring of 2025.

#### Day of Rest - Saturday, June 28th, 2025

STUDIO CLOSED. NO classes. NO rehearsals. Day of rest for ALL dancers and instructors.

### 16th Annual Summer Production - Sunday, June 29th, 2025

Location: Poway Center for Performing Arts 12pm and 5pm Shows

Please note that more timeline-specific information regarding each event will be available in Spring 2025. We have also provided a detailed FAQ to help answer your questions.

All Production related material can be found on the Production page of our website: <u>HERE</u>. We recommend checking back periodically for updates all season long. <u>Password: dcoprod2025</u>

## **Production Registration Instructions - REGISTER VIA YOUR ONLINE PORTAL**

#### Registration Deadline: Friday, February 28th at 10pm

\*\*\*\$10 Discount off of Production Registration Fee for the first 30 dancers to register\*\*\*

To register for Dance & Company's 16th Annual Summer Production please follow the steps below. Please note that if you will also be participating in Finale, you will follow this same process to complete your registration for Finale.

- 1. Log in to your <u>online portal</u>
- 2. Once logged in, navigate to the "Events" calendar by following these steps:

FROM A MOBILE DEVICE: In the right hand corner of your screen, click on the menu bar, click on "Events". FROM A DESKTOP: "Events" will appear on the top right corner of your screen. Click on that.

- 3. Page automatically loads to "My Schedule". You need to click the right-hand button "Find Events" to locate the Production events. You will find two events that relate to Production 2025 (MAIN and/or FINALE). Click the event you want to register for and click "View Details & Enroll":
  - a. "16th Annual Summer Production MAIN EVENT" this is the link for all participants to register. Click on the green "enroll in this event" button.
  - b. "16th Annual FINALE" (*Please see information about the Finale above*). Only click this if you are planning to register and participate in FINALE. *\*Note that Finale will not populate on your portal if your dancer(s) do not meet the age requirement of 8+.* Click on the green "**enroll in this event**" button.
- 4. Check next to your dancer(s) name(s) who will participate.
- 5. Answer the questions.
- 6. Read and agree to the policies. You must read and agree to the terms prior to submitting registration.
- 7. Please be as detailed as possible. If you have more than one performer, be sure to select both on the registration form. All registered members within your family will be listed.
- 8. Once you click the "I agree" toggle, scroll back to the top of the page and click "ENROLL".
- 9. If participating in the Finale, you will repeat steps 4 through 9.
- 10. Your Production Registration Fee (and Finale fee, if participating) will be auto-posted to your account and processed within 24 hrs with your primary card on file. \*\*\*DO NOT PROCESS YOUR FEES. If you are one of the first 30 to register, we have to manually deduct the \$10 discount.
- 11. Check your email for a registration confirmation.

\*\*\*Please note - you must register for Production and Finale via your online portal. Dance & Company staff cannot manually enroll you due to the agreement and waiver. If you have trouble with this process, please contact <u>dco.production@gmail.com</u>.

If you are a new member of Dance & Company and have not experienced participating in or watching one of our Productions, we are happy to share with you the digital download of last years' professional recording so you can see what it's all about.

# Questions? Please email <u>dco.production@gmail.com</u> and allow 24 hours for a response. We kindly ask that you send your questions via email to limit lobby traffic and distractions to our front desk.

#### Interested in volunteering? See our <u>FAO</u> for more information.

We realize that we are providing you a great deal of information. In an effort to avoid surprises, we do our best to provide all of the details upfront so that it is clear and transparent. **Our <u>FAO</u> is a great resource to help alleviate questions.** 

We hope you will participate in Dance & Company's 16th Annual Summer Production!