



Big Show 2012 Information

"Primetime"

Costa Mesa Studio

This document covers the following information related to the Big Shows 2012. When, where, who, tickets, Daddy/Daughter dance, costume pricing, costume payments, costume return/exchange policies, performance times, arrival times, backstage information, videotaping, etc.

This year our theme is based on famous shows, commercials, events and other moments in television history. We invite all the dancers to participate in our grand finale again this year. There are no extra fees or rehearsals to participate in the finale. The dancers will learn the choreography in their regular classes.

FOR WHOM: Dancers in classes of ages 5-6 and up, Performing Company Dancers, Daddy Daughter Dancers in classes ages 5-6 and up.

WHEN: Saturday, June 2nd 2012

WHERE: Orange Coast Community College Robert B. Moore Theatre

PERFORMANCE TIMES AND WHEN TO ARRIVE AT THEATER: Your performance time is "To Be Determined". This information sometimes changes based on dance class enrollment levels that are not "solidified" until February. To be on the safe side, make sure your dancer, friends and family are available for the entire day. When the show times are published you will have a more precise window of time at which you will be at the theater. The approximate length of each show is 90 minutes.

THERE IS A MANDATORY DRESS REHEARSAL AT ORANGE COAST COLLEGE'S THEATRE ON FRIDAY, JUNE 1st (EXACT TIMES AND COMPREHENSIVE INSTRUCTIONS WILL FOLLOW AT A LATER DATE)!

WHERE TO DROP OFF DANCERS FOR THE SHOW: Your child will have a "Be There" time (call time) of EXACTLY 1 hour before show time the day of the performance. For example, if your show time is 11:00 am, arrive at the theater dressed and ready to perform at 10:00 am. Dancers should arrive at the theater dressed and ready to perform. Dancers may not take anything with them backstage, unless they have a costume change. No dance bags. Dancers will be dropped off at the stage right entrance to the theater.

THE DADDY/DAUGHTER DANCE: The Daddy/Daughter dance is a wonderful opportunity for Dad's to spend quality time with their daughters. Together they will learn a dance that they will perform during the June concert. We invite all our dancers who will be at least 3 years old by January 1, 2012 to participate. Register on-line at tiffanydance.com, at the studio or by calling (949) 574-4905.

RECITAL FEES: TDA does not charge a recital fee. Instead, we require each family to purchase at least \$54 worth of recital tickets. If you have more than one dancer in your family, you still only need to purchase \$54 worth of tickets even if you have siblings in different shows. There is no limit on the number of tickets you may purchase. See TICKETS for information on when and how to purchase tickets.

SECURITY: In order to provide the most secure environment dancers must be checked into the backstage area and may only be picked up at Intermission or at the end of the Recital. Parents are not allowed backstage during the show because it is a security risk. This extra precaution can cause delays, so please be patient. Our primary concern is the safety of your dancer.

WHEN AND WHERE TO PICK UP DANCERS: Dancers may only be picked up at Intermission or at the end of the Recital. If your dancer wishes to participate in the final bow they must wait backstage until the end of the Recital. To pick up your dancer, exit the theater through the front door, and follow the signs back to the area where you dropped your dancer off. If you pick up your dancer at Intermission, you may then re-enter the theater if you wish. Dancers who wish to watch the rest of the show after performing will need a reduced price ticket to enter the audience portion of the theater.

BACKSTAGE PARENT VOLUNTEERS: We need a "backstage mom" for each class with dancers ages 5-8. Backstage moms stay with the class backstage during the entire recital and during dress rehearsal. These parents are responsible for the dancers once they are dropped off backstage and until they are picked up by their parents. Bonus! All volunteers are allowed to purchase reserved tickets one day prior to the general public. If you would like to volunteer to help backstage you can register beginning in March at www.tiffanydance.com. Backstage volunteers do not need a ticket to the show.

COSTUMES and DISCOUNTS: Prices range from \$60 - \$100 + tax, shipping and handling. Costume manufacturers charge extra for extra large child and extra large adult costumes. Shipping and handling fees increase on the following dates:

2011-12 Season Shipping and Handling Rates*

- \$2.00 handling fee per costume item for costume orders placed before October 25th 2011.
- \$2.50 handling fee per costume item for costume orders placed after October 25th 2011 and before December 1st, 2011
- \$3 handling fee per costume item for costume orders placed after December 1st, 2011 and before January 10th, 2012.
- \$5 handling fee per costume item for costume orders placed after January 10th, 2012 and before February 1st, 2012.
- \$10 handling fee per item for costume orders placed after February 1st 2012.

*XL costume sizes handling fees start at \$3 per item. Dancewear items such as tights start at \$0.50 handling per item.

COSTUME MEASUREMENTS: Dancers will be measured *during* class the first part of October (October 10-15). This very important process is critical to ensure that you are able to order the correct size costume. Due to the logistics of measuring dancers, it must be done during class time to avoid costly errors and omissions and it typically takes 15-20 minutes to measure the entire class. You will receive a costume order form in class during measurement week.

COSTUME ORDER DETAILS: To order your costume, take your Dance Class Costume Assignment Worksheet form home with you and log on to www.costumemanager.com. Click on "Dancer." It will then prompt you to enter the Class List ID which can be found on your Assignment Worksheet. From there you will be able to add the required costume, accessories, tights and shoes to your bag.

COSTUME ORDER AND PAYMENT DUE BY: Costume Balance by October 23rd, 2011. We accept orders until February 28th, but it is best (and less expensive for you) to order before October 23rd, to ensure delivery of your costume by Picture Day and to allow for exchanges if necessary. If you have submitted your order and do not receive a confirmation or do not see a charge to your credit card, please give us a call immediately so that we can make sure that a costume has been ordered.

COSTUME EXCHANGE / REFUND POLICY: Once you have submitted a completed costume order and payment there are NO refunds or credits on costumes and tights. If your costume arrives and is either too small or too big, it must be given to the office IMMEDIATELY (within 24 hours) to arrange an exchange. There is a **\$25 exchange fee** plus shipping and handling in order to process your exchange. **Parents** will make the **final** decision on costume size according to the given sizing chart. TDA staff is not responsible for your costume size selection.

BIG SHOW VOLUNTEERS: To ensure a safe, smooth running, successful and enjoyable performance, we need several volunteers to help with the recital. Ushers, ticket takers, flower wrappers and door monitors are examples of the volunteer jobs available. Remember, all volunteers are allowed to purchase reserved tickets one day prior to the general public. If you would like to volunteer you can register beginning in March at www.tiffanydance.com.

SEATING: Seating at the Big Show is reserved. Our online ticketing system will allow you to select the exact seats in which you would like to sit. You may purchase tickets online starting March 26th for volunteers only and March 27th for non-volunteers. If you don't have computer access you may order via telephone by calling the Costa Mesa office at (949) 574-4905; however, only Best Available tickets are sold via telephone or on the day of the recital at the box office.

TICKETS: Each family must purchase a minimum of \$54 worth of tickets to participate in the recital. There is no limit to the amount of tickets a family may purchase. Tickets are sold on a first come, first served basis so plan to buy your tickets as early as possible. While we've taken steps to prevent "Sell-Outs", there is still a chance that the show(s) will sell out in 2012...so please order early! Ticket prices: \$13.50, \$19.50, \$25.50-includes online ticketing fee.

There are four convenient ways to purchase tickets. They are:

- 1. Online at www.tiffanydance.com.** Tickets for the shows may be purchased on Tuesday, March 27th starting at 9:00 a.m. Volunteers may purchase their tickets on Monday, March 26th starting at 9:00 a.m. Volunteers will receive a special password that will allow them to purchase their tickets early. The website will let you hand-pick your seats.
- 2. Office –** stop by the office after March 27th in Costa Mesa to purchase tickets. Hand selection of seats is not possible with this method.
- 3. Phone -** You may purchase tickets via phone beginning March 27th at 9:00 a.m. Hand selection of seats is not possible with this method.
- 4. Box Office -** You may purchase tickets the day of the recital at the box office approximately one hour prior to show time. Hand selection of seats is not possible with this method.

VIDEOTAPING: We realize and understand the significance of the dance recital event for young dancers and their families. We know that for many of you this is the very first time your dancer has performed onstage. Our goal is to provide a *magical* onstage experience for the dancer and each and every audience member. Unfortunately, magic can't happen with the blue glow of

someone's video camera LCD blocking your view from the audience. Absolutely no videography is allowed inside the theater. No video cameras are allowed into the theater so please leave them in the car. We've hired the very best videographers in the Bay Area to film our shows.

PHOTOGRAPHY: No *flash* photography is allowed inside the theater. Dancers are looking into a very dark audience and the flash of a camera temporarily blinds the dancer onstage resulting in collisions and potential falls off of the stage. To help you preserve these precious dance recital memories, at least two professional photographers will be in the audience photographing each dance and each dancer during the actual performances. These photos are very high quality-shot with the latest professional equipment for low-light situations and are available online for viewing and /or purchase within 72 hours of the performance. In addition, each photo can be edited by the photographers to suit your needs.

JUNE 2012 TUITION: Students participating in the recitals must pay June tuition completely. Classes run through the end of June. There is no pro-rating or refunds of June tuition.

CLASS PICTURES: By Insight Photography

- Saturday, May 19th – Costa Mesa Neighborhood Community Center

A schedule will be provided as we get closer to picture day to inform you of exactly what time your class photo will occur. Arrive no more and no less than 15 minutes prior to your group's photo time. All dancers wear full costume, hair and make-up – if applicable. Pictures are optional, but even if you don't purchase a package we would like you to be there to be in your class picture that will be displayed at the studio for years to come. **Picture order forms** will be handed out in class and available in the office 2 weeks prior to picture days. Please have your packet completed before you arrive for your picture time! Each group shot requires a different and separate envelope. All payments are due in full at the time of the group picture. Insight Photography (our photographer) accepts credit cards and checks. Have dancers "picture" ready (costume, hair, make-up perfect) when they arrive. There will be NO room at the studio to dress or do hair and make-up. Note: Pictures will mailed directly to the customer.

Dancers without a costume may not participate in the group photo for their class. Dancers who are not participating in the recital or who have a late order costume may arrive at any time and take an individual picture in their dance class attire (or whatever dance attire they desire). "Buddy Pictures" are also available – they require a separate envelope. Parents – refrain from entering the photo shoot areas and rooms while your child is being photographed. **Do not take photographs or snapshots of dancers in photo shoot rooms or areas.**