

**IN MOTION DANCE CENTER, INC.
4021 COUNTRY CLUB ROAD
WINSTON-SALEM, NC 27104 336-659-0060**

MAY, 2018 RECITAL HANDOUT

Our spring recital is fast approaching! This handout contains important information. Please read and be sure to ask questions if you need assistance. You can email Ms. Michelle at: **inmotiondance@aol.com**; email Lou Jaynes, the Studio Manager, at: **ljaynesimdc@aol.com** or ask for her at the front desk. You can also leave a message at 336-659-0060. We will be happy to help you with any questions you may have.

1. SCHEDULE OF DRESS REHEARSALS AND RECITAL SHOWS

Listed on our web site is a chart showing each studio class along with the dates for our recital shows and dress rehearsals. **Please refer to this chart to determine your student's recital dress rehearsal and show date.** To view and print the chart, please follow these directions:

- * Go to www.inmotiondancecenternc.com
- * Click on "Studio Information"
- * Click on "Recital Information" and look under Documents
- * Click on the file "Recital Chart with Dress Rehearsals"

Please review this chart carefully for your individual class information—copies of this chart are also available at the front desk. All dress rehearsals and recital shows will be held at The Stevens Center, downtown Winston-Salem.

2. DRESS REHEARSAL PROCEDURES AT THE STEVEN'S CENTER

All students come dressed in the appropriate recital costume for your first recital dance with correct shoes, and bring your costume bag (the brown paper bag which we have provided) with all other costumes, shoes and accessories. Dancers with multiple classes in the same show will receive a show order in late May to understand the order of the dances in each show. Ms. Michelle covers this information in class – we do not provide this at the front desk.

All dancers are to arrive at the designated time listed in the chart which can be viewed following the instructions listed in #1 above. Drop off your student at the door marked "Dancer Entrance" which is located on Marshall Street. In Motion's personnel and volunteers identified with name tags will be at this door to insure that your student is placed in the appropriate dressing room with the Backstage Moms. Parents and guests will enter the theatre from the main front entrance on Fourth Street. Once the student's class has performed both recital routines, you are free to leave. **As Ms. Michelle dismisses each class, the Backstage Moms will escort students off the stage to meet parents in the audience.**

3. RECITAL SHOW PROCEDURES AT THE STEVEN'S CENTER

All students come dressed in the appropriate recital costume for your first recital dance with correct shoes, and bring your costume bag (the brown paper bag which we have provided) with all other costumes, shoes and accessories. **Drop off your student at the door marked "Dancer Entrance" on Marshall Street. Dancers need to arrive ONLY 30 minutes prior to show time.** Parents and guests will enter the theatre from the main entrance on Fourth Street. The doors to the theatre will be open 30 minutes prior to show time for you to choose your seats on a first come, first serve basis. Remember, In Motion's staff and volunteers will take care of your student when they are dropped off at the Dancer Entrance. Parents are not allowed backstage or in the dressing areas. **If your student is in Creative Dance, ages 2 ½ – 3, parents should go at the "5 Minute Pause" in the program to the Dancer Entrance on Marshall Street to pick up your child since they will be performing their one number during the first half of the show.** We hope you and your dancer will stay for the second half of the show; however, you are free to leave at the "Pause." **All other dancers will be a part of the finale. After the finale, dancers will be dismissed starting with the youngest dancers. Parents, please wait in the theatre's downstairs general seating area for the Backstage Moms and In Motion's personnel to escort the students off the stage to meet you.**

4. DISMISSAL OF LEVEL 3 AND 4 DANCERS AT THE RECITAL SHOWS: These dancers are being dismissed through the Dancer Entrance door on Marshall Street. They will not be allowed to leave until a parent arrives to pick them up at this door. This will help expedite the dismissal process and avoid the older dancers from having to wait so long on stage to be dismissed. If an older dancer has a younger sister waiting on stage to be dismissed, she may wait with her sister's class but she may not take her sister and leave through the Dancer Entrance door. **Be sure to establish clear communication prior to the show so that your upper level dancer understands the dismissal procedures. YOUR COOPERATION FOR OUR DISMISSAL PROCEDURES IS GREATLY APPRECIATED. WE USE A SYSTEM THAT IS EFFICIENT AND INSURES THE SAFETY OF THE CHILDREN.**

5. RECITAL TICKETS: Every student receives 4 complimentary tickets for each show in which they perform. Tickets are being distributed at In Motion's front desk **anytime during normal office hours from May 14 - June 7.** All accounts must be paid in full to receive your complimentary tickets and to purchase additional ones if needed. Extra tickets will be available to purchase at a cost of \$10.00 each while supplies last. **TICKETS WILL NOT BE SOLD AT THE THEATRE BEFORE ANY SHOW; THEREFORE, PLEASE GET YOUR TICKETS AT THE STUDIO AS SOON AS POSSIBLE.**

6. RECITAL VIDEOS: All four recital shows will be professionally videotaped. We are once again using the services of Crown Productions. Many of you are familiar with this name as the company that has provided us with quality videos and DVD's in years past. Order forms were sent home with your student's costume (or get one from the front desk), and videos will be mailed directly to you. Give your order form and payment to Crown Productions' personnel who will be located in the theatre lobby during each recital show or mail your order directly to the address listed on the order form. No orders will be accepted after July 30. **You do not have to purchase a video – this is an optional service.**

7. No personal use of video cameras or flash photography is allowed during all recital shows by the general audience as mandated by the Steven's Center; however, you may video or take pictures during dress rehearsals.

8. SUMMER REGISTRATION remains open for camps and classes where space is available. Registration forms are available at In Motion's front desk or on our web site: **inmotiondancecenternc.com.**

9. IT'S FALL REGISTRATION TIME!! The 2018-19 dance season is In Motion's 23rd year of providing quality dance instruction for Winston-Salem and surrounding communities. Fall registration forms have been distributed to all students in each class. **PLEASE REGISTER SOON!** Current dancers benefit by registering early for optimum class placement. Registration forms are also available at In Motion's front desk or on our web site: **inmotiondancecenternc.com.**

10. IN MOTION DANCE CENTER'S SPRING/SUMMER HOURS OF OPERATION:

REMINDER: In Motion will be closed May 25 - May 28 in observance of Memorial Day.

The same weekly class schedule that we currently have will be in effect through June 7. This will accommodate all classes that need to be made up due to the Halloween and weather related closings.

After June 7, the studio calendar is listed below.

June 11 - 15:	Office and studio closed for recitals. EMAILS OR PHONE MESSAGES ONLY.
June 16 – July 8:	In Motion will be closed for summer break.
July 9 – August 23:	Studio open daily Monday through Thursday from 9:00am-8:00pm.

WE ARE ALL LOOKING FORWARD TO OUR RECITAL SHOWS, AND I HOPE YOU ARE AS EXCITED ABOUT YOUR STUDENT'S PERFORMANCE AS WE ARE!!! AGAIN, MANY, MANY THANKS FOR YOUR SUPPORT!

Ms. Michelle

Michelle Nicholson, Director