

Chris Collins Dance Studio

5408 Eisenhower Avenue, Alexandria, VA 22304 | 703.370.7808 | www.chriscollinsdance.com

RECITAL COSTUME ORDER FORM

Due October 29, 2016

Student Name: _____

Fill in student schedule below for ALL classes your student is enrolled in.

Indicate which of those classes you're ordering costumes for, by listing \$65.00 in the column to the right of that class. If your student will NOT be participating in the recital in any subject they are enrolled in, please indicate NIR in the column to the right of that subject, indicating Not in Recital. Total up all costume deposits at the bottom of the column and add the appropriate recital fee.

The Recital fee does NOT go toward costumes. It helps with rental of school and includes two tickets for the annual Showtime

OFFICE USE ONLY	
Date Received:	
Amount Received:	
MOP:	

Subject	Class Day	Class Time	\$65.00 Deposit or Not in Recital (NIR)
Creative Movement			
Intro/Combo			
Ballet			
Jazz			
Tap			
Acro			
Lyrical			
Hip Hop			
Musical Theatre			
Contemporary			
Pointe			
Other****			
For any costume ordered after October 31, please add a shipping fee of \$5.00 per costume.	Total of All Deposits		\$ _____
	Recital Fee (\$60.00)		\$ _____
	<i>2nd Student in immediate family is \$50.00</i>		\$ _____
	Total Enclosed		\$ _____

Please sign below indicating that you have read the back of this form, and understand the commitment you are making to the class. Please also note that you are liable for the balance on the costumes. This form, with signature, must be turned in with the Non-Refundable/Non-Transferable deposit and recital fee, before costumes are ordered. If you have any questions after reading the back, please let us know BEFORE you commit to the recital and submit this form. Thank you.

Signature: _____ **Date:** _____

At Chris Collins Dance Studio, we are Proud of our Past; Excited for our Future!
If you have any questions after reading the newsletter, please email chris@chriscollinsdance.com

Understand all involved with recital before you make a COMMITMENT.

No costumes will be ordered for any student without this signed form, returned along with a Non-Refundable/Non-Transferable deposit of:

- \$65.00 per costume; and
- \$60.00 Recital Fee.

Once a deposit is received, there are NO cancellations, even if a student decides not to participate in the recital. Anyone ordering costumes will be liable for the balance on the order.

Costume companies do not accept cancellations or returns. Statements will be issued in February, and the balance of your costume order will be due at that time. Costume Balances will be less than the initial deposit PER costume. Statements will also include new recital performance tights.

In addition to costumes and tights – all students will need to purchase stage makeup through the Dance Studio. Many classes may need special jewelry which will also need to be purchased through the Dance Studio.

These items are NOT included in costume statement, since many students have the items from previous years. The Non-Refundable recital fee is also required before costumes are ordered. Two recital tickets will be allotted for each recital fee. If your student is in more than one performance, you may choose to have two tickets to one show or one ticket to each show. Should you wish to purchase additional tickets for the recital, they will be available in the spring. All students must have a zero balance on their account prior to the recital.

RECITALS ARE TENTATIVELY PLANNED FOR JUNE 24, 2017.

No Student will be permitted to perform in the Recital unless they have attended the Mandatory Dress Rehearsal, that coincides with each Recital they are performing in, the preceding week. Please understand that if Students miss too many classes prior to Recital they can be removed from a routine at the discretion of the teacher of that class. Be sure your student is available for recital and rehearsal week before placing an order.

THERE ARE NO REFUNDS.

We will assume that each student ordering a costume plans to participate in the recital, unless we are given WRITTEN notice to the contrary in a timely manner. Every student affects every other student in the choreography. It is imperative that students who choose to order costumes make a commitment to the class.

IT IS EXTREMELY IMPORTANT THAT PARENTS ARE PRESENT WHEN COSTUMES ARE TRIED ON DURING SPRING PARENT WEEK.

If tuition is current and costumes are paid in full, all costumes that have arrived will be tried on during parent week. At that time, more information regarding the recital, picture day, dress rehearsal, accessories, makeup, etc. will be given. All parts of the costume should be labeled with the student's name, as they are the property of the student and no longer the responsibility of the teachers, once taken by students. On performance day, ALL students are expected to stay for the entire performance and be a part of the finale. Parents will have the opportunity to take pictures and videos during dress rehearsals. No photos or videos may be taken during the performance, as it is extremely distracting to the performers and other audience members. Parents will have the option of purchasing photos or videos directly through the companies that are providing those services to the dance studio.

Your signature (Parent/Adult Student) on the front of this form indicates that you have read and understand all Recital Procedures and your Commitment to the class. Additionally, you understand fully that there is no refund on Recital Fee or Costumes and the Balance must be paid in a timely manner, regardless of whether or not the student participates in the Recital.