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## QUICK REFERENCE INFORMATION

### Studio Address:

629 N. Lynnhaven Rd. Virginia Beach, VA 23452

Phone Number: 757-340-1534

Email: [Info@MusicInMotionVA.com](mailto:Info@MusicInMotionVA.com)

Website: [www.MusicInMotionVA.com](http://www.MusicInMotionVA.com)

Contact: Owner, Lauren Kelly

### Concert Location:

Hackney Theatre, Norfolk Collegiate

7336 Granby St. Norfolk, VA 23505

Concert Date: Saturday, June 10th

### Concert Times, Saturday June 10th

Matinee Showcase (Cast A): 3 pm

Evening Showcase (Cast B): 6:30 pm

This year our recital / concert will be held at:

**HACKNEY THEATER at NORFOLK COLLEGIATE**

**2336 Granby St. Norfolk, VA 23505**

**Saturday June 9<sup>th</sup>**

**3 pm**

**6:30 pm**



## 1/ General Concert Information

The opportunity to perform in a concert is an exciting, empowering and confidence-building part of the training process. We love to watch our students learn about the theatre, rehearsals and teamwork while they enjoy the opportunity to showcase their skills in a professionally run production. Concerts are a wonderful way for students to showcase the results of their hard work and for family and friends to join in the pride of their achievement. Giving students the chance to perform for their family and friends in this supportive and fun environment and encourage even our youngest and newest performers to be involved is important to our artistic mission.

In terms of **attendance**, it is very important that students **do not miss** any of their scheduled classes between now and concert time so they can spend their class time together to continue improving on technique, rehearse their routines, feel confident and look amazing. If your child is sick or injured for class but well enough to come and watch, this is preferable to missing out altogether. If for any reason your child will miss any of their regular classes in the Spring we ask that you contact us at on [757-340-1534](tel:757-340-1534) or [Info@MusicInMotionVA.com](mailto:Info@MusicInMotionVA.com) to let us know in advance. Please note that all tuition fees through June 1<sup>st</sup> must be paid in full to participate in the June 9<sup>th</sup> concert.

Our concert is one of the highlights of our season and we are very excited to show you how hard your dancers have been working!

## 2/ Concert Times

For us to give all students as much stage-time as possible, we have divided our classes into separate concerts. We know that our dancers love to perform their routines and show off their hard work as much as possible, and we are thrilled to be able to offer more seating and ticket opportunities by dividing our concert into groups.

### MATINEE SHOWCASE/ Cast A

**\*Casts are subject to change.**

Ballet 1	Monday Acro Demo
Youth Boys HH	Tap 2
Ballet/Tap/Tumble	Pointe 2/3
Ballet/Tap	Move & Groove
Tumble 2	Jazz 1
Contemporary 5	Time For Tea
Nagada	Jazz 5
Teen Boys Hip-Hop	

**Arrival Time:** 1:30 pm

**Start Time:** 3:00 pm

**End Time:** approximately 4:30 pm

Performers **entrance** and check-in/out is to the RIGHT side of the Lobby by the Gallery double doors and Concessions.

Parents are allowed backstage for no longer than 10 minutes to settle and organize their children and then must clear from the backstage area. Arrive with tights on and clean hair pulled back into a tight ponytail.

All students in Cast A may be picked up after the **completion** of the Matinee Concert. No students may leave at intermission.

### EVENING SHOWCASE/ Cast B

**\*Casts are subject to change.**

Contemporary 5	Hip-Hop 5
Pointe 2/3	Ballet 2
Ballet 3	Tap 4
Tap Quad	Modern 5
Ballet 5	Hip-Hop 4
Ballet 4	Tap 3
Hip-Hop 1/2	Modern 1/2
Contemporary 2	Jazz 4
Friday Acro Demo	Jazz 3
	Modern 4
	Jazz 5

**Arrival Time:** 5:00 pm

**Start Time:** 6:30 pm

**End Time:** approximately 8:15 pm

Performers **entrance** and check-in/out is to the LEFT side of the Lobby by the restrooms and side hallway.

Performers are responsible for their own hair and make-up and must arrive in dance attire for warming up.

All students in Cast B may be picked up after the **completion** of the Evening Concert. No students may leave at intermission.

### 3/ Mandatory Rehearsals Information

Dress and technical rehearsals are a super important part of preparing for our concert. This is where we get to work on the most efficient timing, student supervision and smooth out details from possible costume mishaps to music and lighting so that we can present to you the highest quality finished product possible in a manner that will leave loved ones and students feeling comfortable and most importantly, proud.

Even more importantly, it gives the stars of our show (your children) a chance to get up and rehearse on the big stage – a very different environment than they are used to within the studio walls. They can overcome some of the jitters that may hit when the bright lights come on and really prepare themselves for the show ahead. It is a fun and rewarding experience and a great chance to enjoy time with their friends and watch some inspiring dancers as they wait for their turn in the spotlight.

#### Rehearsal Dates & Times

Technical Rehearsal: Saturday May 19<sup>th</sup> 9 am – 12 noon

Dress Rehearsal: Friday June 9<sup>th</sup> 3 pm – TBD

Rehearsal details on next page.

### 4/ In-Studio Technical Rehearsal

Will be held at **Music In Motion Dance Studio** on  
**Saturday May 19<sup>th</sup>**

- Matinee Showcase Students Arrive by 8:45 am.  
Estimated finish time by 10:30 am.
- Evening Showcase Students Arrive by 10:15 am.  
Estimated finish time by 12 noon.

ALL Students may **call/text home** to be picked up *as soon as they are done dancing*.

NO Costumes are required. All students **must** bring all dance shoes (jazz, tap, sneakers, ballet) required, and be dressed to dance in dress-code attire (leotards and tights or leggings and fitted tank tops, NO T-Shirts or baggy clothes) and neat, ponytails or buns for Ballet.

## 5/ DRESS REHEARSAL

Will be held at **HACKNEY THEATER** on **FRIDAY JUNE 8<sup>th</sup>**.

Blocking will begin at approximately 3 pm with High School students arriving first to the Theatre. We do not estimate end times for Dress Rehearsal.

ALL Students may **call/text home** to be picked up *as soon as they are done dancing*.

Parents are welcome to stay in the theatre to watch/wait during the dress rehearsal. Regular announcements will be made throughout the evening as to our progress.

A more detailed list of which classes/students are expected to arrive and at what time will be released in **MAY**.

### **Volunteer Opportunities:**

**We take both students AND Parents! 1 Free Ticket per shift.**

Technical Rehearsal Ticket and Merchandise Sales (May 19<sup>th</sup>)

Dress Rehearsal Ticket & Merchandise Sales: 2 Shifts

Matinee Merchandise Sales + Info

Evening Show Merchandise Sales (recital T's, DVD + Info

Matinee Door Ticket Sales

Evening Door Ticket Sales

Front of House Ticket Takers & Program Handing Out  
(student)

## DRESS REHEARSAL PROCEDURE

**Matinee Student Sign In:** Right side of Lobby by double Gallery Doors past concessions

**Evening Student Sign In:** Left side of Lobby in Hallway past bathrooms.

*All students MUST enter through the lobby to be signed in properly. No students may exit via the back parking lot dressing room doors.*

### **To Do:**

Bring along **all** their costumes, undergarments (tights), shoes, hair and makeup items for the concert. This includes hairspray, bobby pins, bun pins, hairnets, stockings, socks, hair ties and safety pins.

Students will be signed into the venue upon arrival by their responsible parent or guardian and will be supervised through the duration of rehearsal.

All costume and clothing items must be clearly labelled and children are asked to bring several healthy snacks with a bottle of water. Our staff and volunteers will ensure that children are reminded to drink water regularly and eat their snacks at the allocated time.

Parents and staff members who are volunteering to help at the concert will also need to be available for Dress Rehearsal day to ensure they understand their roles and can see how everything will be run on show day.

## 6/ Concert procedures

As always, the safety of our dance family is our #1 priority. When students arrive at the rehearsal and concert they are to be signed in by a parent or guardian, and must be signed out when it is time to leave. All parents and students should enter through **the Lobby Doors of the Hackney Theatre**.

### **SIGN IN TABLES:**

**Matinee Program A:** Check In/Out Table in the RIGHT of the Lobby by the gallery double doors.

**Evening Program B:** Check In/Out Table to the LEFT of the lobby in the Hallway leading backstage.

Students are NOT permitted to leave the venue while the concert is running. No student is to leave the backstage area during intermission, no exceptions. All students can be signed out of both shows at the completion of either show.

Only **Music In Motion Dance Studio staff and registered parent helpers** are permitted backstage. We are unable to run messages or food to students, so please make sure they have everything before they come backstage for rehearsal and the concert. Parents of students 6 and under are allowed backstage to get their children settled for no longer than 15 minutes.

Please try not to bring anything valuable, especially electronic devices. Mobile phones are not to be taken backstage or in the changing areas during the concert. Our studio and the venue will take no responsibility if an item is damaged, misplaced, lost or stolen.

Private videography and photography is **strictly prohibited** as we will have professionals attending on the day to provide these services for us, leaving you free to sit back and enjoy the show in the moment!

Explicit language, inappropriate attire, offensive clothing and criminal behaviour will not be tolerated. Consuming alcohol and smoking are not permitted.

**ALL** students are to have their name marked off when they arrive at the venue. If your child has any Medical Conditions that may require attention while in our care or are carrying any medication with them, please notify our supervisors when you sign in. It is best to arrive with hair and makeup done and ready to get dressed in costume.

When being picked up, all children need to be signed out of the venue by their parent / guardian. Please do not ask your child to meet you outside the venue or in the parking lot as a parent must be seen for you to pick them up. If someone else is picking your child up, they need to have a permission note to show who will be supervising them.

## 7/ What to bring

Students are encouraged to bring a clothes basket or plastic box with a photo of them on it and their name. Some of our volunteers do not know all the performers names so this makes it easier for them to be able to find your child's belongings as well as replace your child's belongings in their basket. It also allows your student to keep all their concert needs organized in 1 place!

### Concert Survival Needs: Accessories

- HAIR STUFF: extra hair spray, gel, hair elastics, bobby pins, and safety pins.
- MEDICATION: ensure any required needs are packed and clearly labelled with instructions.
- Your makeup must also be packed and clearly labelled.
- Dance shoes, tights, socks and accessories (hair pieces, gloves, extra costume pieces)
- Don't forget your costumes too! These are best hung on coat hangers and protected in a costume bag that is clearly labelled.
- If you have a portable costume rack and/or mirror, please bring it as hanging space is quite limited.

### Concert Survival Needs: Food & Drink

Costumes are easily ruined by food and drink stains. Students are not permitted to leave backstage area so please pack enough food and drink for the entire time. It is important they have something nutritious to keep their energy up as well as something that won't stain.

### DO NOT BRING:

- fast food, cheese snacks and oily chips, etc.
- **NO nuts or nut products are permitted due to allergies in the studio.**
- NO soft drink, smoothies, juice, Starbucks drinks etc.

### DO BRING:

- Water is the only beverage allowed in the backstage area. Any food/drink that is found that is not permitted will be thrown away for the protection of all students. Please label.
- Cut vegetables, cracker sandwiches, apples, granola bars etc.

### Concert Survival Needs: Entertainment

**Music In Motion Dance Studio nor the venue** will take responsibility for any items lost, damaged or stolen.

### DO NOT BRING:

- Any valuables including phones, iPods, iPads and laptops.

### DO BRING:

- We do recommend books, coloring books, card games, puzzles, homework etc. for entertainment and will provide some crayons and coloring books as well during the Youth Matinee Program A as well.



## **8/ Costumes**

**All Costume Balances have been paid as of December 1<sup>st</sup>, 2017 for the 2018 MIM Concert.**

### **Fit and Caring for your Costumes**

Costumes will be tried on in the studio and assessed for proper fit before being sent home. Costumes should be tried on again at home with proper undergarments and assessed for any need for alterations, loose strings, straps etc. Have these taken care of IMMEDIATELY so there is no rush come the week/month prior to the concert date.

All parents must submit a student sizing form online by January 1<sup>st</sup>, 2018. Students without a parent submitted measurement form on file may be subject to a \$5 exchange and re-shipping fee.

### **Alterations:**

Music In Motion has will have a seamstress “on call” day on

**Saturday May 19<sup>th</sup> from 10 am – 1 pm**

If you have a costume that needs alterations, bring your student and costume in to be pinned for alterations. Ms. Steinlein does quality, affordable work. We also have a list of necessary alterations.

Hang and store your costumes immediately (away from the prying eyes of friends and siblings) and DO NOT WEAR on any occasion other than the mandatory dress rehearsal and concert date. Music in Motion is not responsible for damages to costumes once they are in your possession. Please note, that costumes, once ordered, often have a ship date several months in advance. If a costume is damaged and must be replaced, there is a very real possibility that it may not be available by the concert date. The costumes are yours to do what you wish following the performance.

**“Concert Survival Bags”** are available for Sale for \$30.

**Personalized Studio Costume Bags** are available for \$10.

Students will receive a costume bag with the studio logo & their name with free hangers along with a cute zippered bag full of concert survival items such as safety pins, bobby pins, hair-nets and nail polish remover PLUS special gifts like fuzzy socks to keep feet warm between acts and for class.

## **9/ Tights & Shoes**

All students performing receive a brand-new pair of concert tights with their costume per the requirements for each class they attend. All tights must remain in their packaging until Dress Rehearsal and Concert Nights, you will get a lot of use out of them the entire next season of classes!

Tights invoices were emailed on February 15<sup>th</sup>, 2018 and are automatically added to auto-pay tuition on March 1<sup>st</sup>, 2018.

Please respectfully note that dancers do not wear underwear underneath of costumes. Tights are considered a dancer's underwear (imagine "long underwear") that help to reduce lines, hold costume pieces in place, provide modesty when changing backstage etc. If you do choose to put underwear on your student, please try it on with the costume prior to the concert, ensure that it is skin-colored, and that there are no lines visible underneath the costume.

Please assess your student's shoes for holes, rips and wear prior to the concert. Pre-Concert is a great time for a new pair of dance shoes! Check our online store for excellent "industry discounts" on shoes.

**Visit** [www.MusicInMotionVA.com/dress-code/](http://www.MusicInMotionVA.com/dress-code/)

**or email** [info@MusicInMotionVA.com](mailto:info@MusicInMotionVA.com) **to order.**

## **Tights & Shoes Class List**

### **Ballet:**

Pink ballet shoes and pink ballet tights.

Level 1 & 2 preferred Leather, full sole shoes.

Level 3 and up: dancer's preference, leather, split sole canvas recommended.

### **Tap:**

TAN tap shoes and tan convertible tights.

Level 2 and below: Mary Jane Style (buckle/strap)

*\*This includes Tumble/Ballet/Tap and Ballet/Tap Classes*

Level 3 and up: Oxford Style (split-sole, lace-up)

### **Jazz:**

TAN slip-on jazz shoes and tan convertible tights.

### **Modern:**

Contemporary & Modern students will have bare feet and tan, stirrup tights.

Level 5 Contemporary and Modern students do not require tights.

### **Acro:**

Acro Students will require tan stirrup tights (new) or tan convertible tights (new, from another costume).

### **Hip-Hop:**

Hip-hop Level 1 and up students will require black sneakers with long black socks.

(Please enquire at [info@musicinmotionva.com](mailto:info@musicinmotionva.com) as we have several used youth sized Bloch and Capezio hip-hop sneakers available for re-sale)

Move & Groove Students will wear their own sneakers that are primarily white, gray, blue or silver colored.

Black or Tan tights are REQUIRED as an undergarment under Hip-Hop costumes, but do not need to be purchased from MIM. Leotards are recommended as well to help with slippery leggings and covering the behind as students bend and jump.

[SHOE ORDER FORM HERE](#)

[MIM Online Dress Code Store](#)

## 10/ Grooming – Hair and Makeup

**Preschoolers:** Make up for this group is pink blush and eyeshadow, mascara (if they will let you!) and pink lipstick. Hair will be in ponytails in the middle of the head for all classes other than Ballet. All ballet students will require a bun.

**Middle / Elementary School Students:** Make up for this group is foundation, blush, grey or brown eyeshadow, mascara, and dark pink or red lipstick. Hairstyles by class (bun for ballet) must be neatly slicked with gel and hairspray, no flyaway bits.

**High School Students:** Make up for this group is foundation, blush, grey or brown eyeshadow, mascara, eyeliner and dark pink or red lipstick. Hairstyles by class (bun for ballet) must be neatly slicked with gel and hairspray, no flyaway bits.

### Sock Bun Tutorial:

[Youtube HERE](#)

### Youth Make-Up Tutorial:

[Youtube HERE](#)

### Teen Make-Up Tutorial:

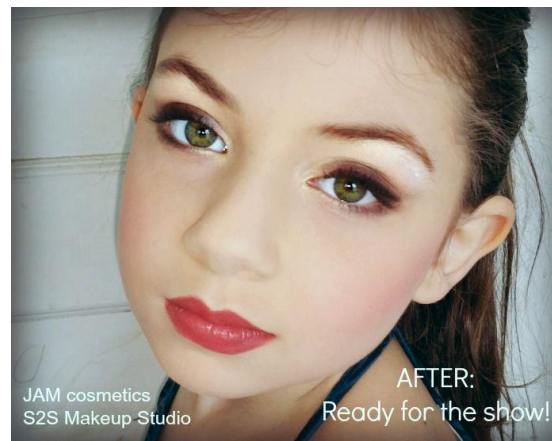
[Youtube HERE](#)

Be on the lookout on our [website](#) for DETAILS for each class on hair and headpiece placement closer to the Concert.

### Youth Make-Up



### Teen Make-Up



## 11/ Costume Week & Photos

We will be forgoing professional paid costume photography this year in favour of an official “Costume Week” in the studio. Costume week will take place at **Music In Motion Dance Studio** the week of

**May 14<sup>th</sup> to May 18<sup>th</sup> in all Classes.**

### What To Expect:

- Dancer’s should arrive to their first class of the evening each night of the week DRESSED in their costume for that class. If dancer’s take multiple classes in 1 night, they should bring the costumes for their other classes in a hanging garment bag, clearly labelled.
- At the beginning of class – Teacher’s will “Pose” the class as a group for 1 Group Photo. Parent’s are welcome to enter the classroom to snap a team photograph, in costume, of the group!
- The classes will do a “costume run” of their dances in the classroom in costume. This way, we’ll be able to assess any issues with headpieces, accessories, straps, sizes etc. 3 weeks prior to the show.
- We’ll make a list of any issues that may need to be fixed, adjusted for you so that parent’s can make sure it is taken care of prior to the performance (much better than overnight between Dress Rehearsal and Show Day!)

Dancers will be photographed in full costume with hair-style as close to show style as possible: clean, slick back buns or ponytails. Make-up is optional, but light make-up may be recommended. Due to time restrictions, we will only be able to allow parents into the classroom for one group photo per dance group. We welcome you to pose your student outside at home in costume for amazing pictures for free! Watch their creativity flow as they find dance poses from their dances.

Be sure to TAG @musicinmotionva on Instagram and @musicinmotiondancestudio on Facebook.

Utilize our SNAPCHAT Filter for the week!

\*\*If you do not feel comfortable with your student’s photograph being taken in a group, please let us know ASAP so we can make sure to adjust. Most parents have filled out photo and video release waivers which allow us to to post and share as well!

For copyright and child safety reasons, **we do not allow any photographs to be taken during the show by anyone other than our contracted photographer/videographer.** All parents must submit a photo release form on our website: [www.musicinmotionva.com/forms](http://www.musicinmotionva.com/forms)

## 12/ Tickets

To ensure our dancers get to perform and show off their hard work to a full audience, we have kept ticket prices very reasonable. Be sure to get your tickets early for the best price.

### ONLINE TICKET SALES

May 1<sup>st</sup> – June 1<sup>st</sup>

Adult: \$16 | Students & Seniors: \$12

*(under age 18 or valid college ID , over age 65)*

### “2<sup>nd</sup> Show” Tickets: Half Price

Is your dancer in 2 shows or are you interested in staying so your younger dancer can enjoy the program of the 2<sup>nd</sup> show?

Double Bill Tickets are Half Off Online Prices: \$8 & \$6

*Tickets will be provided to your dancer in class after purchase or can be picked up in the studio.*

### WILL CALL & DOOR TICKET SALES

June 2<sup>nd</sup> – June 9<sup>th</sup>

Adult: \$20 | Students & Seniors: \$15

*(under age 18 or valid college ID , over age 65)*

Children under 18 months old are free. Consider our dancers and audience, and if they begin to disturb any other audience members, please take them outside to let off a bit of steam before returning to enjoy the rest of the show.

## 13/ Dancer Gift Options

To enhance your Music In Motion end of season concert experience, we are offering a few upgrades this year for you to take advantage of. Many of these services do double duty as dancer gifts and useful experiences, taking the pressure off parent preparation!

### Personalized Studio Logo Garment Bags &

#### Concert “Survival” Gift Bags

**\$10:** Glitter Studio Logo Garment Bag Personalized with your student’s name. FREE Hangers!

[ORDER HERE](#)

**\$25:** Concert "Survival Bag" including bobby pins, bun pins, hairspray, nail polish remover, make-up remover, hairnets and more stored in a fun gift make-up bag. PLUS dancer gifts including a poof key chains, fuzzy socks to keep your feet warm backstage, personalized Chapstick & nail polish!

[ORDER HERE](#)

**\$30:** Personalized Costume Bag PLUS Survival Kit.

[ORDER HERE](#)

## **14/ Program Ads and Personalized Messages**

### **NEW! Professional Program Handbill**

Do you own a local business or service? Our performance on Saturday June 9<sup>th</sup>, 2018 at the Hackney Theatre in Norfolk will be attended by a captive audience who already know the importance of family, community and patronizing local businesses and services. Reach 2 separate audiences with 2 separate shows and family members and friends across the city and neighbourhood.

#### **Pricing for Businesses:**

¼ Page Ad: \$45

½ Page Ad: \$60

Full Page Ad: \$100

Inside Back Cover or Back Cover: \$200

#### **Place Your Order Online Now:**

[HERE](#)

### **Send a Good Luck Message to Your Dancer!**

How exciting to open up the program, find your class and read your name and a special message in print you can keep forever!

#### **Pricing for Families:**

3 Lines of Text on our "Message Page" \$15

¼ Page Ad: \$40

½ Page Ad: \$50

Full Page Ads available to families only: \$80

Design Services: \$15 (not available for businesses)

#### **Place Your Order Online Now:**

[HERE](#)

ALL ads must be submitted in JPG format by May 10<sup>th</sup>, 2018 to [info@musicinmotionva.com](mailto:info@musicinmotionva.com)

If requesting design services, all materials and copy must be submitted to [info@musicinmotionva.com](mailto:info@musicinmotionva.com) by May 1<sup>st</sup>, 2018.

We recommend including a photo, design services available for an additional \$15. If utilizing design services – request must be made by May 1<sup>st</sup>.



¼ Page Ad Example

1.75 x 4.25

We love you, Kate!



\$40

Grandad, Gran,  
Grandma & Randy



**Megan**

Smile BIG and  
have FUN.

We are proud of you  
and love you!

Love,

Mom, Dad and  
Matthew

½ Page Ad Example

3.5 x 4.25

\$50

**BRIANNA AND  
MADI...**

A collage of four black and white photographs. Top left: a girl sitting on a chair. Top middle: a girl in a tutu dancing. Top right: a girl in a tutu posing. Bottom: two girls sitting on the floor, one holding a large, dark, patterned fabric.

From little girls playing “dancer” to the beautiful dancers you have both become...we are so proud and love you!!

**Nana and Pop Pop**

**Full Page Ad Example**

7 x 4.25

\$80

Families only



## 15/ Studio Tank Tops

One of our favourite parts of the end of the season concert is our new tradition of signing our studio concert T-Shirts and Tank Tops like a take-home dance studio yearbook. Our NEW studio tanks can be worn as part of our dress code to Jazz, Tap, Acro & Modern classes next year and to show your studio pride! Make sure to check out the sample styles and sizes in our reception area so you can order the correct size.

Concert Tank Tops will be \$20  
Sales tax is included.

### To Order:

Online Form: [HERE](#)

In Studio: Try on trial sizes and fill out form on clipboard

The collection of the 1<sup>st</sup> Pre-Order will be sent in on April 15<sup>th</sup> just in time for a warm spring-time delivery!

## 16/ Video

In conjunction with copyright and child safety laws, personal photography or video recording is strictly prohibited. We have employed professional Videographers, VisionQuest Productions and Photographers to capture these memories for you!

The cost of the high-quality concert videos are:

DVDS: \$28

High Resolution Thumb Drive: \$32

*If you require both shows please add an additional \$5.*

### To Order:

Online Form: [HERE](#)

These are usually ready for pickup from the studio within 4-6 weeks.

Place your order **NOW** to ensure you don't miss out on this great keepsake.