



# Twinkle Toes Dance Productions LLC



## Presents... The 2018 Annual Spring Recital!!

- \*\*\*VIP INFORMATION!!! PLEASE READ\*\*\***
- \* KEEP THIS PACKET UNTIL THE RECITAL\***
- \*DO NOT THROW IT OUT!!!\***
- \*THIS HAS VERY IMPORTANT INFORMATION YOU WILL NEED TO REFER TO!!\***

**\*\**DEADLINE TO ORDER A COSTUME AT THE \$60 RATE IS:***

**FRIDAY, JANUARY 12<sup>TH</sup> 2018 AT 5PM**

**\*\*Please note that your child's school may still be on Winter Recess during this deadline\*\***

**DO NOT BRING COSTUME ORDERS TO YOUR CHILD'S CLASS PAST THIS DEADLINE!! AFTER 5PM on JANUARY 12<sup>TH</sup> WE CAN NOT ACCEPT ANY ADDITIONAL ORDERS WITHOUT FIRST CHECKING AVAILABILITY. FOR EACH WEEK AFTER THE JANUARY 12<sup>TH</sup> DEADLINE THERE WILL ALSO BE A \$5 ADDITIONAL LATE FEE ADDED TO THE TOTAL.**

Parents it is very important that you read all of the information included in our 2018 recital packet. Please remember it is your responsibility to know what is involved when allowing your child to participate in our recital event. After reading the information provided please feel free to contact me if you have any further questions.

*Costume orders can be mailed, faxed, or emailed to the contact information below:*



**Jaime Shawl, Director**

**PH: 623-810-6153**

**Email: [jaime@twinkletoesdance.com](mailto:jaime@twinkletoesdance.com)**

**Fax: 623-321-5627**

**Twinkle Toes Dance Productions**

**20118 N 67<sup>th</sup> Ave. Ste 300 #268**

**Glendale, AZ 85308**

*(this is not a studio location; it is the mailing address)*

**AGAIN, PLEASE KEEP A COPY OF THIS INFORMATION PACKET. This includes everything you need to know about our fabulous 2018 Spring Recital; you will need to refer to it as the year progresses.**



# Twinkle Toes Dance Productions LLC



Presents... *The Spring Dance Recital*

**Date: Saturday, May 19<sup>th</sup>, 2018**

**Performance Time: 5:30pm**

**Venue: Arcadia High School (Auditorium)  
4703 E. Indian School Rd. Phoenix, AZ 85018**

\*\*\*Check in begins at 4:30pm.  
All dancers must be at the  
venue & checked in No later  
than 5:15pm. We cannot hold  
up the show!!!  
Your child must be dressed in  
costume prior to check in.

We hope that you take advantage of this opportunity to have your child perform on stage. The performance and preparation is a wonderful experience for children of all ages. Children love to share their accomplishments with family and friends. It is also a great way to have your child be a part of a great team activity; the children are fully involved in the preparation of the recital. We begin the dance rehearsals in February 2018. Every month we will teach them a different element of putting on the show including lighting, music, choreography and lots of fun performance techniques.

The recital is designed to be a fun activity for the children. We really focus on giving them a positive experience throughout the months leading up to the show. We want to encourage them to do the best that they can and to feel comfortable and happy to participate in every aspect of this great event. Of course the children's favorite part of the show is that they get to dress up in wonderful costumes.

With your cooperation and support the Twinkle Toes Dance Productions 2018 Spring Recital is sure to be a success!

- For your child to participate in the recital you will need to purchase a costume furnished by our company for the very reasonable cost of only \*\*\$60.00. (Shoes and tights/socks are not included). I have carefully researched different costume companies to give your child the highest quality costume for the lowest price possible. The costume is yours to keep.
- The costume fee not only provides your child with a wonderful outfit for the show but also reserves your child's opportunity to perform on stage and helps contribute towards production costs.
- ***Each performer's family receives 2 free tickets to the show with each costume purchased.*** All other guests will need to purchase a ticket. Additional ticket sales contribute directly towards the auditorium rental costs. Ticket prices are \$6.00 for children 3-12yrs and \$9.00 for all other guests, per ticket, per guest.
- Costumes are delivered to your school approximately 2 weeks before the recital. Your child will be given a letter in dance class to let you know that your costumes are at your school ready for pick up.

**In order to have your child participate and receive their costume in time for the show, your full payment of \$60.00 and Costume Order Form must be returned to our business address no later than 5PM FRIDAY, JANUARY 12<sup>th</sup>, 2018. AFTER 5PM ON JANUARY 12<sup>th</sup> WE CANNOT ACCEPT ANY ADDITIONAL ORDERS WITHOUT FIRST CHECKING AVAILABILITY. ***\*\*Please note that your child's school may still be on Winter Recess during this deadline. \*\* PLEASE, DO NOT BRING COSTUME ORDERS TO YOUR CHILD'S CLASS PAST THIS DEADLINE!!*** Costume orders can be mailed to our business address, faxed, or emailed. FOR EACH WEEK AFTER THE JANUARY 12<sup>th</sup> DEADLINE THERE WILL BE A \$5 ADDITIONAL LATE FEE ADDED TO THE TOTAL. (i.e. if you register January 29<sup>th</sup>, there will be \$15 added) We also cannot accept orders without payment in full. Please understand this is the only way we can keep rates reduced for your benefit! The costumes are made to order here in the USA and take approximately three months to complete.**

*(Although our business office is closed from 5PM December 22<sup>nd</sup>, 2017 to 10AM January 8<sup>th</sup>, 2018; you may still fax, email or mail in the costume order forms).*

***\*\*PLEASE CONSULT THE SIZE AND MEASUREMENT CHART TO SELECT THE CORRECT SIZE FOR YOUR CHILD. \*\*\*IT IS VERY IMPORTANT TO KEEP IN MIND THAT THE RECITAL IS IN MAY 2016 AND YOUR CHILD MAY GROW BY THEN. IT IS BETTER TO SELECT ONE SIZE LARGER AS MAKING A COSTUME SMALLER IS MUCH EASIER THAN MAKING IT BIGGER! (THERE ARE NO RETURNS OR REFUNDS, AND WE ACCEPT NO RESPONSIBILITY FOR SIZES ORDERED).***

## COSTUME ORDER FORM

Please make Check or Money Order Payable to "Twinkle Toes Dance Productions"

Please mail order form completely filled out with payment to our mailing address:

20118 N 67<sup>th</sup> Ave. Ste 300 #268, Glendale, AZ 85308

\*Credit card orders can be faxed directly to our office on #623-321-5627 or emailed to [jaime@twinkletoesdance.com](mailto:jaime@twinkletoesdance.com). Any questions, contact director Jaime Shawl at #623-810-6153

**THIS FORM COMPLETELY FILLED OUT, \$60 COSTUME FEE AND THE SIGNED PARTICIPATION RELEASE MUST BE RECEIVED AT OUR BUSINESS ADDRESS BY 5PM JANUARY 12<sup>TH</sup> 2018!!**  
**\*\*\*ORDERS CANNOT BE TAKEN AFTER THIS DATE WITHOUT CONTACTING US FIRST\*\*\***

CC Payments: Credit Card#: \_\_\_\_\_ Sec Code \_\_\_\_\_ Expiration date: \_\_\_\_\_

Card holder Name: \_\_\_\_\_ Card holder Signature: \_\_\_\_\_

Billing address and zip code: \_\_\_\_\_

Print child's name to appear in program: *(First & Last Name Only)* \_\_\_\_\_

Child's School and Grade: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Contact# ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Circle the appropriate size: **CHILD SIZES:** XS SMALL INTC MEDIUM LARGE  
\*\*Please see attached chart to determine size. (2C) (4C-6C) (6X-7) (8-10) (12-14)

(add \$5 for these costume sizes) \*\***ADULT SIZES:** XLC SA MA LA XLA

**\*\*FOR XLC AND ADULT PLEASE ADD AN EXTRA \$5.00 PER COSTUME\*\***

I \_\_\_\_\_ give permission for my son/ daughter \_\_\_\_\_ to participate in the 2018 spring recital. I grant permission and agree that my child is physically fit to participate in the dance recital held by Twinkle Toes Dance Productions LLC. I further for myself and/or the child agree to hold harmless Twinkle Toes Dance Productions LLC; and its instructors, owners or agents for any injuries or illness that may result from said participation associated therewith. I warrant that the child is physically able to participate in such activities; however I recognize the risk of injury in hearing in such physical activities and I allow the child to participate in said activities and am doing so at my/the child's sole risk and hereby freely and voluntarily release, discharge, waive and relinquish on behalf of myself/ the child or any other person claiming on my/the child's behalf, any and all claims actions or causes of action whatsoever, including acts of negligence, where they occurring in or away from the recital venue, and for whatever period the said activities may continue, for personal injury, property damage, costs, liabilities or expenses (including attorney's fees and court costs) against Twinkle Toes Dance Productions LLC, its owner, Jaime Shawl, employees, agents, affiliated entities and assigns acting on their behalf, or entities affiliated with Twinkle Toes Dance and all other officers and agents, arising directly or indirectly from my child's participation in any such aforementioned activities. I give permission for my child's performance to be videotaped/ photographed for promotional use and for the production of professional videos/photos by the above said company or any professional that they may employ by the above said company.

I also agree that any medical attention is at the expense of myself the parent/ guardian. I further authorize any representative of Twinkle Toes Dance Productions LLC to obtain any emergency medical treatment they deem necessary for my child or myself. (RE Costumes: There are no returns or refunds, and the afore mentioned company, agents and affiliates accepts no responsibility for sizes ordered. This is the sole responsibility of the parent/legal guardian of the child mentioned here within).

\*Must be signed by Parent/ Guardian of the minor child before costume is purchased:

Parent/Legal Guardian's signature: \_\_\_\_\_ Date: \_\_\_\_\_

(EVE)

**PRE-SALE TICKETS ARE \$6.00 for children 3-12yrs (ages 2&under Free) & \$9.00 adults; per ticket, per guest.**  
**TICKET PRICES AT THE DOOR ARE \$7.00 for children 3-12yrs (ages 2&under Free) & \$10.00 adults; per ticket, per guest.**  
Seating capacity is limited, please order early. Tickets may not be available at the door.  
Due to Fire & Safety rules everyone must be in a seat.

**TAKING  
ORDERS  
NOW!!!**

Send form with payment to: **Twinkle Toes Dance Productions LLC**  
20118 N 67<sup>th</sup> Ave. Ste 300 #268  
Glendale, AZ 85308

Fax to #623-321-5627

Email to: [jaime@twinkletoesdance.com](mailto:jaime@twinkletoesdance.com)

**EXTRA TICKET ORDER FORM \$6.00 Children 3-12yrs; \$9.00 all others (EVE)**

**(\*\*You receive 2 tickets with costume order.** Children 2 and under are free. All other guests need a ticket- performers do not).  
We cannot guarantee ticket availability at the door. Prices at the door are \$7 for child and \$10 for adult

Child's Name: \_\_\_\_\_

Child's School and Grade: \_\_\_\_\_

Number of tickets: Child (3-12yrs) \$6.00 \_\_\_\_\_ Adult \$9.00 \_\_\_\_\_ Total Amount enclosed \$ \_\_\_\_\_

Please circle payment method:  Check  Money Order  Visa  MasterCard

Credit Card number: \_\_\_\_\_ Sec Code \_\_\_\_\_ Expiration date: \_\_\_\_\_

Card holder Name: \_\_\_\_\_ Card holder Signature: \_\_\_\_\_

(Tickets will be delivered to schools with your child's costume 2 weeks before the show).  
There is no reserved seating. Tickets may be pre-ordered until April 16<sup>th</sup> 2018 depending on availability. We recommend ordering early.

**VIDEO ORDER FORM \$30.00 each (EVE)**

Child's Name: \_\_\_\_\_

Child's School and Grade: \_\_\_\_\_

Summer contact Ph: \_\_\_\_\_  
(We will notify you if videos are ready earlier).

DVD (Quantity) \_\_\_\_\_ Include \$6.50 per DVD for direct shipping \_\_\_\_\_

Total Amount enclosed \$ \_\_\_\_\_

Please circle payment method:  Check  Money Order  Visa  MasterCard

Credit Card number \_\_\_\_\_ Sec Code \_\_\_\_\_ Expiration date: \_\_\_\_\_

Card holder Name: \_\_\_\_\_ Card holder Signature: \_\_\_\_\_

Videos take approximately 8 weeks to edit and copy and will be delivered to your child's school at the beginning of the new school year (usually August) at no extra charge. Please choose the shipping option if you cannot pick the video up from your school or you would like to receive the product as soon as they are completed. \* Schools do not take responsibility for delivery.

\*\*\*If you wish to have them sent directly to you  
Please enclose \$6.50 per video for shipping.

I have enclosed the extra amount for shipping costs to have my video mailed to the nominated address  
\$6.50 Y/N

Name: \_\_\_\_\_

Summer Phone Contact: \_\_\_\_\_

Shipping Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Please Print Clearly

**\*\*\* PLEASE MAKE ALL PAYMENTS TO "Twinkle Toes Dance Productions"  
Any Questions, Please call: 623-810-6153**

**TAKING  
ORDERS  
NOW!!!**

Send form with payment to: **Twinkle Toes Dance Productions LLC**  
20118 N 67<sup>th</sup> Ave. Ste 300 #268  
Glendale, AZ 85308

Fax to #623-321-5627

Email to: [jaime@twinkletoesdance.com](mailto:jaime@twinkletoesdance.com)

## TROPHY ORDER FORM

(EVE)

- ❑ **\$18.00 Standard Trophy: 10 inch trophy with ballerina/star (boy) figure on top of column and marble base, engraving included.**

*Will read "Twinkle Toes Dance Recital 2018" &  
Have child's name engraved on face plate*

- ❑ **\$24.00 Deluxe Trophy: 12 inch trophy with ballerina/star (boy) figure on top of column and marble base also includes year number figure, engraving included.**

*Will read "Twinkle Toes Dance Recital" &  
Have child's name engraved on face plate*

Child's Name printed to be engraved on trophy

(First and last name only): \_\_\_\_\_

Child's School/Grade: \_\_\_\_\_

Please check one: STAR (boy) \_\_\_\_\_ BALLERINA (girl) \_\_\_\_\_

Total amount included: \$ \_\_\_\_\_

Please circle payment method: Check Money Order Visa MasterCard

Credit Card number \_\_\_\_\_ Sec Code \_\_\_\_\_ Expiration date: \_\_\_\_\_

Billing address and zip code \_\_\_\_\_

Card holder Name: \_\_\_\_\_ Card holder Signature: \_\_\_\_\_

**\*\*DEADLINE TO ORDER TROPHIES IS MONDAY, APRIL 16<sup>TH</sup> 2018\*\***

*Trophies will be available prior to the performance in the front lobby for you to pick up after you have signed in your child backstage. You will then be able to present the trophy to your child after the performance.*

**\*\*\* PLEASE MAKE ALL PAYMENTS TO "Twinkle Toes Dance Productions"  
Any Questions, Please call: 623-810-6153**

**CG Photo & Design**  
**Twinkle Toes 2018 Dance Recital**  
**PRE-SALE PORTRAIT PACKAGES**

Dear Parents,

We are excited to help make your child's dance recital day extra special. We will be backstage photographing your children *individually and in their groups, as well as performance photos*. With all the time and effort into preparing for the recital, this is a great way to remember your dancer's big day for years to come.

Pre-sale portraits:

*\*Start at \$13 a sheet.*

*\*Are only available from April 16<sup>th</sup> - May 14<sup>th</sup>*

*\*Are for individual portraits and group portraits only (stage shots will be taken and posted online for purchase after the recital)*

*\*Are offered at a reduced price. All portraits will be available online after the recital at regular pricing.*

Pre-sale portrait order forms will be available mid-April and sent home with your child.

Individual and/or sibling portraits



Group portraits



**HELPFUL RECITAL INFORMATION FOR PARENTS- PLEASE READ!!!**

- On recital day please make sure your child has a good breakfast and/or lunch. It is advisable to also make sure they get lots of rest that day. If children have any tendencies towards anxiety or nervousness the lack of rest and food can enhance these symptoms dramatically.
- Please make sure that your child is completely dressed in their costume before arriving at the venue for check in.
- Please take younger children to the restroom before checking in.
- You will leave your child in our care before the show at a designated area. Then you are free to enjoy a break with your guests and family in the lobby before the show. Seating is on a first come basis and doors will open approximately 20 minutes before show time.
- As the show has a theme, the children will perform according to the artistic relevance of their performance. Their age or grade level does not mean that they will be first. **All children will be required to stay to the end of the show as they will all perform in the finale. We will not allow children to be signed out at any time during the show.** We do not anticipate the actual show running time to be longer than 1½ hours. This is provided we are able to start on time and run without interruptions.
- The children sit with their class in the audience in a designated seating area and enjoy the performance as well. Each class will be called backstage approximately 3-4 numbers prior to their own to perform. Children ***MUST*** stay with their performance group for the entire duration of the show. All groups will be called backstage to perform in the Grande Finale!
- **VOLUNTEERS NEEDED!!** If you wish to volunteer to sit with children in the audience and to be a backstage helper it is greatly appreciated. As a volunteer, **YOU DO** get to see your child perform from the audience!! We need 2-3 parents per performance group. Please call the director Jaime Shawl to arrange 623-810-6153. You will need to attend a brief safety meeting before the recital (date to be determined later). As a volunteer you will be responsible to care for your child's class throughout the event. You are needed at the venue an hour before the show to help when children arrive. You will also be required to stay until the children are released at the end of the show.

## IMPORTANT RECITAL RULES

- NO VIDEO TAPING OF THE SHOW EXCEPT BY OUR PROFESSIONAL VIDEOGRAPHER. THIS RULE WILL BE STRICTLY ADHERED TOO. *It is only fair that everyone gets to enjoy the show, standing up and videotaping* in front of another guest is annoying and not appreciated. The other very important reason we cannot allow videotaping is due to safety regulations we cannot have people standing in the aisle or any public pathway obstructing the thoroughfare at any time. Also childcare laws prevent individuals from videotaping. Due to a professional videographer being present, we are able to edit out any children prevented from being filmed due to CPS or foster care requests. **YOU ARE ABLE TO PURCHASE DVD'S THAT ARE PROFESSIONALLY PRODUCED FOR \$30.00 each.** It's a great keepsake and parents tell me their children enjoy watching the video many times after the show as well as showing it to family and friends. Videos take approximately 8 weeks to edit and copy and will be delivered to your child's school at the beginning of the new school year (usually August) at no extra charge.
- THE PHOENIX SHERIFFS DEPARTMENT IS PRESENT AT OUR RECITAL TO ENFORCE ANY PUBLIC SAFETY RULES. NO ALCOHOL OR SMOKING IN THE VENUE OR UNRULY BEHAVIOR WILL BE TOLERATED.
- NO FOOD IS ALLOWED IN THE AUDITORIUM. THE SCOTTSDALE UNIFIED SCHOOL DISTRICT AUTHORITIES ENFORCE THIS RULE. You may enjoy snacks in the lobby at any time before and during the show for refreshment breaks.
- NO PARENTS OR GUESTS WILL BE PERMITTED TO SIT WITH SCHOOL GROUPS OR BE IN THE BACKSTAGE AREA AT ANY TIME. (With the exception of Volunteers, Instructors, Twinkle Toes Staff and Performers). THIS RULE IS FOR EVERYONE'S SAFETY. – You will be asked to leave the area.
- THE DIRECTORS AND INSTRUCTORS HAVE A BUSY TIME ON THE RECITAL DAY. OUR NUMBER ONE PRIORITY IS YOUR CHILD'S SAFETY AND POSITIVE DANCE EXPERIENCE. WE HOPE THAT YOU WILL UNDERSTAND THAT WE ARE NOT AVAILABLE TO DISCUSS ANY MATTERS WITH YOU ON THE DAY OF THE RECITAL. ANY QUESTIONS YOU HAVE MUST BE ADDRESSED NO LATER THAN THE DAY BEFORE THE RECITAL.
- IF YOU HAVE ANY URGENT EMERGENCIES THAT NEED OUR ATTENTION ON THE DAY OF THE RECITAL PLEASE CALL OUR BUSINESS NUMBER AND LEAVE A MESSAGE UP TO ONE HOUR BEFORE THE SHOW AND WE WILL DO OUR BEST TO GET BACK TO YOU.
- IF YOUR CHILD IS LATE TO CHECK IN WE WILL NOT HOLD UP THE SHOW. PLEASE DON'T RUN THE RISK OF YOUR CHILD MISSING OUT ON THEIR PERFORMANCE; WE WILL ALL BE DISAPPOINTED IF THIS HAPPENS. WE RECOMMEND BEING THERE BEFORE THE PRINTED CHECK IN TIME.

We hope that this gives you as much information as possible. We want both parents and children to really enjoy and learn from the recital experience.

As always if you have any questions at all, please don't hesitate to call or send an email.

Jaime Shawl,

Director

PH: 623-810-6153

[jaime@twinkletoesdance.com](mailto:jaime@twinkletoesdance.com)



Twinkle Toes Dance Productions LLC



## MEASUREMENT CHART

Child Sizing							
Child	X-Small XSC (4/5)	Small SC (6-6X)	Intermediate IC (7/8)	Medium MC (10/12)	Large LC (14)	**X-Large XLC (16/18)	
<b>Chest</b>	in	22 - 24	24 - 26	26 - 28	28 - 31	31 - 33	33 - 36
	cm	56 - 61	61 - 66	66 - 71	71 - 79	79 - 84	84 - 91
<b>Waist</b>	in	22 - 23	23 - 24	24 - 25	25 - 27	27 - 29	29 - 32
	cm	56 - 58	58 - 61	61 - 64	64 - 69	69 - 74	74 - 81
<b>Hips</b>	in	23 - 25	25 - 27	27 - 29	29 - 32	32 - 36	36 - 39
	cm	58 - 67	67 - 69	69 - 74	74 - 81	81 - 91	91 - 99
<b>Girth</b>	in	36 - 40	40 - 44	44 - 47	47 - 51	51 - 55	55 - 60
	cm	91 - 102	102 - 112	112 - 119	119 - 130	130 - 140	140 - 145
<b>Inseam</b>	in	17 - 19	19 - 22	22 - 25	25 - 28	28 - 30	28 - 31
	cm	43 - 48	48 - 56	56 - 64	64 - 71	71 - 76	71 - 79

Adult Sizing					
Adult	Small SA (2/4/6)	Medium MA (8/10)	Large LA (12/14)	X-Large XLA (16/18)	
<b>Bust</b>	in	33 - 36	36 - 38	38 - 41	41 - 45
	cm	84 - 91	91 - 97	97 - 104	104 - 114
<b>Waist</b>	in	25 - 28	28 - 30	30 - 33	33 - 37
	cm	64 - 71	71 - 76	76 - 84	84 - 94
<b>Hips</b>	in	34 - 37	37 - 40	40 - 43	43 - 47
	cm	86 - 94	94 - 102	102 - 109	109 - 119
<b>Girth</b>	in	56 - 60	60 - 63	63 - 66	66 - 69
	cm	142 - 152	152 - 160	160 - 168	168 - 175
<b>Inseam</b>	in	29 - 33	29 - 33	29 - 33	29 - 33
	cm	74 - 84	74 - 84	74 - 84	74 - 84

### Getting the Measurements:

- Bust/Chest** – Measure over the fullest part of your chest with your arms relaxed at your sides.
- Waist** – Measure around where your waist naturally indents. Keep your finger between the tape and your belly.
- Hips** – Measure around the fullest part of the hips and buttocks while standing with your heels together.
- Girth** – Measure from the midpoint on the shoulder towards the front, through the crotch and back around to meet the midpoint of the shoulder.
- Inseam** – Measure from the crotch to the bottom. The inseam length is the number of inches, to the nearest half-inch

