

Maine Dance Center

2025 Recital Packet



Saturday, May 10, 2025

11:00 am & 4:00 pm

Windham Performing Arts Center
406 Gray Rd Windham, ME 04062

TABLE OF CONTENTS:

1. [Important Dates](#)
2. [Recital Tickets](#)
3. [Media Fee](#)
4. [Dress Rehearsal Info](#)
5. [Flower Purchases](#)
6. [Program Ads & Wishes](#)
7. [Recital T-Shirts](#)
8. [Theater Etiquette](#)
9. [Costumes/Accessories/Shoes Info](#)
10. [Hair & Make-up Info](#)
11. [Picture Day](#)
12. [Arrival & Dismissal at Recital](#)
13. [Dressing Room Info](#)
14. [Between Shows](#)
15. [Recital Volunteering](#)
16. [Final Tuition Payments](#)
17. [Recital Chart](#)

1. IMPORTANT DATES:

Recital Ticket Presale: AT THE FRONT DESK ON SUNDAY, April 13th at 10:00AM - Cash only (May tuition and Media Fee must be paid in advance to qualify)!

Recital T-shirt Order Forms Due By: April 13th submit order on: www.mainedancecenter.com/recital or in person on ticket presale day

Recital Picture Days: April 28th - 30th at Maine Dance Center (see detailed schedule at the end of this document)

***PRINTED Program Ads & Good Luck Wishes are due by: April 13th (submit orders on: www.mainedancecenter.com/recital)**

***In years past, the program was digital. This year we will have a printed physical program.**

Last day of regular classes: Thursday, May 8th, 2025

2. RECITAL TICKETS

Recital tickets can be purchased at the front desk. Presale day will be held at 10:00 am on Sunday, April 13th, where tickets can be purchased for a discount. Account balances must be at \$0 in order to purchase tickets (not counting summer tuition). Tuition is due on the 1st of each month, but May tuition must be paid in order to purchase tickets.

Seating will be assigned when you purchase your tickets - tickets are sold on a first come, first served basis.

Tickets are \$25/each - cash or check only at the front desk or at the door the day of the show. If you want to pay by credit card or venmo there will be a \$2 service charge. We will be offering a discounted ticket rate on the pre-sale day: April 13th. Tickets this day only will be \$22.

Cash-only will keep us from losing processing fees and keep your costs lower. Thank you!

Students wishing to see the performance from the audience must also purchase a ticket. Your dancer may sit in the audience with you after they perform, or well before they perform if they are placed later in the show's line-up (dancer should be backstage 7 numbers before theirs). There is no limit to the number of tickets any one family may purchase. Recital tickets are non-refundable/exchangeable once purchased.

******REMINDER: IF YOUR DANCER IS GOING TO BE SITTING IN THE AUDIENCE AT ANY TIME, YOU WILL NEED TO PURCHASE A TICKET FOR THEM AND CHANGE THEM INTO STREET CLOTHES. NON WALKING CHILDREN (LAP CHILD) MAY SIT IN A PARENT'S LAP IF NEEDED. THIS IS A FIRE CODE SAFETY RULE******

A majority of our parents with preschool and elementary age dancers do purchase a ticket for their child to sit with them when not performing. Students may also elect to wait backstage with chaperones in the dressing rooms for the entire length of the show. For our youngest dancers, if they are waiting backstage, please pack coloring books or small games to keep your dancer busy over the 2+ hour length of the show (no markers please). You may also want to pack a towel or blanket to sit on.

Dancers sitting in the audience cannot be wearing their costume. Please bring nice street clothes and change your dancer prior to or after their performance.

3. MEDIA FEE

This is something we found our customers really enjoy. *There will be a \$40 media fee per family on your Dance Studio Pro account that will cover a digital copy of the recital video that is yours to keep forever* (you can find this information also in our Student Handbook). All families need to pay the media fee in order to participate in the recital to keep things fair. Because this is a digital copy of the recital video, it would be very easy for people to share the link and steal the video. This media fee prevents theft and protects the videographer's work.

4. DRESS REHEARSAL INFO

Check-in at the Check-in Desk upon arrival

Very Important: All dancers must see the "Check In Desk" upon arriving. The check-in attendant will be stationed outside the auxiliary gym. Please be sure your account has a \$0 balance as accounts must be paid in full prior to participating. This is strictly enforced.

One parent/guardian is allowed to accompany their student at the dress rehearsal. Video taping is allowed at the dress rehearsal but is not allowed during the actual recital.

5. FLOWER SALES

It is customary for dancers to receive flowers from family members/friends after a performance. Mixed bouquets will be available for pre-order. Order forms and payment need to be submitted no later than Sunday, April 13th. Orders can be placed at: www.mainedancecenter.com/recital Prices below:

Farm Bouquet (8 stems) - \$20

All pre-ordered flowers will be available for pick-up prior to the start of and during the recital.

6. PROGRAM ADS AND WISHES

This year we will have both physical and digital programs. Printed programs will be available at the doors of the theater. The digital program can be accessed via QR codes that will be emailed to students beforehand and posted all around the theater on recital day. You can purchase personalized messages or "wishes" to put in the program for your students or teachers. Prices for wishes and advertisements are below and are due by **April 13th**. You can order your ad/wish at: www.mainedancecenter.com/recital

One Liner Wish (30 words max) \$10

One Liner Wish w/ photo (30 words max) \$20

1/4 Page Ad (1 photo) \$50

1/2 Page Ad (1-2 photos) \$100

Full Page Ad (1-4 photos) \$150

One-Liner Examples:

- Congratulations, Little Susie! We love you! Good luck in the recital! - Love, Mom & Dad

- Thank you so much for a wonderful year, Miss Allison! You are the best teacher! Love, Johnny

- Congratulations to the class of 2022! We love our senior!!! All our best, Grammy & Grampy

7. RECITAL T-SHIRTS

T-shirt orders can be placed at: www.mainedancecenter.com/recital

Order deadline is **April 13th**

Approximately \$25/t-shirt (price varies depending on order quantity)

Design: the front will have our recital graphic and the back will have all of the dancers and teachers' names and the year.

8. THEATER ETIQUETTE

An important part of every dancer's education is a lifelong respect and appreciation for the theater. We work hard to educate our students and dance families on how to behave in a professional theater setting. If adults practice this, so will the students. Please note some general theater etiquette principles:

- Please only move in and out of the theater during applause *between* numbers.
- Theater etiquette is different from an outdoor sporting event. Enthusiastic applause is encouraged, but yelling names and other calls to the stage during rehearsal or performance is inappropriate.
- Please silence all devices upon entering the theater (don't forget smartwatches) and turn the brightness on your device all the way down if you are checking the digital program.
- We ask that all dancers and their families remain for the entire recital out of respect for every performer. Staying to watch the older dancers is an important part of our younger students' education, inspiring them as they grow in their dance journey. Leaving early disrupts the experience for both performers and the audience, so we appreciate your support in creating a positive and encouraging recital for all!

We take pride in teaching our dancers respect for their performance facility and as a studio, we like to leave our backstage areas clean! Please be sure your dancer leaves their dressing room space trash and debris free. Even our youngest dancers should begin taking responsibility for good backstage theater etiquette.

WINDHAM PERFORMING ARTS CENTER BEVERAGE/FOOD POLICIES: Food and beverages (with the exception of bottled water) are not allowed in the theater seating area.

9. COSTUMES/ACCESSORIES/SHOES - PLEASE SEE THE DETAILED CHART

When you receive your costume, you may need to make slight alterations to make sure that your child's costume fits properly and that all parts are secure. The costume companies send us a costume that is closest to your child's measurements, but few are exact fits. Alterations are at the responsibility of the parent/dancer. We recommend hanging costumes in the bathroom during a hot shower for natural steaming to reduce wrinkles. PLEASE RESPECT AND CARE FOR YOUR COSTUME. After being received, costumes should be hung and never balled up or thrown around. Costumes SHOULD NOT be worn at home or outside of dance. They could be damaged and we cannot get you a new one in time due to stocking and shipping delays.

Tights: All students are required to purchase new tights for the recital. Charges will be added to students' accounts. They will be handed out prior to picture day.

Undergarments: Do NOT wear undergarments with your tights - it shows through.

Shoes (purchased through the studio):

Creative Movement - pink leather or canvas ballet shoes, boys: black ballet shoes

Jazz: black or tan jazz shoes (decided by teacher; see chart below)

Tap: black tap shoes

Ballet: pink leather or canvas ballet shoes, boys: black ballet shoes

Hip Hop: black dance sneakers

Lyrical: lyrical half shoe or barefeet (decided by teacher)

All shoes are available for purchase at the front desk. Please allow 1-2 weeks for delivery.

10. HAIR/MAKEUP (please see detailed chart)

- Makeup tutorials are available at www.mainedancecenter.com/recital
- Please remove colored nail polish
- Unless specified by the choreographer, no jewelry aside from performance earrings that can be purchased through the studio
- Please see detailed chart for hair information and visit: www.mainedancecenter.com/recital for bun tutorials (your teachers are also happy to help teach you how to do the hair!)

11. PICTURE DAY (FINEPRINTS PHOTOGRAPHY)

April 28th-30th at Maine Dance Center

THERE WILL BE NO REGULAR CLASSES HELD APRIL 28-30 DUE TO PICTURE WEEK

This is an opportunity to have professional photos of your dancer in costume. There is no obligation to purchase pictures, however, we ask that you attend the photo session so both the studio and other dancers can have a memory and picture of the entire class. Please consult the detailed chart included at the end of this packet to see when your dancer's picture time is scheduled. Picture days are held at our studio and photo order forms will be available at the studio on the day-of.

- Please arrive at your picture day dressed with hair and makeup already done (according to the chart at the [end](#) of this packet)
- Parents should stay in the lobby during their student's photo so the dancer, teacher, and photographer can communicate more effectively
- Please arrive at least 15 minutes prior to your scheduled picture time

12. ARRIVAL AND DISMISSAL PROCEDURES FOR RECITAL DAY

ARRIVAL CHECK-IN: Please arrive no less than 30 minutes prior to show time. One parent/chaperone should escort their dancer backstage to find their class. We will have chaperones for the backstage area wearing lanyards and they can help answer questions you may have.

Please arrive with your dancer's hair and makeup done. Dancers may come dressed in their first costume according to the program (program will be emailed out the week of the show). If your dancer is in multiple numbers, please have all other costumes on hangers in the order of the performance. Seating begins 30 minutes before showtime.

Students wishing to sit in the audience to watch must have a purchased ticket and be in street clothing. They should return backstage at least 7 numbers before they perform.

Only one parent/chaperone per student is allowed into the backstage dressing rooms. We will have a designated room for male performers. (no men are allowed in the girls dressing area)

GREETING DANCERS AND PRESENTING FLOWERS AFTER THE SHOW: If family and guests wish to greet a performer after the show or present flowers, they can do so in the theater's main lobby area after the dancer has been picked up backstage by their parent/chaperone.

13. BACKSTAGE DRESSING ROOMS AND COSTUME CHANGES

There will be a girls dressing room (the Auxiliary Gym) nearby the stage entrance and an assigned classroom for boys. Windham High School has several pop-up changing tents available for privacy during costume changes. Some dancers even bring racks with sheets or blankets for a makeshift private dressing area.

Levels D and E will be assigned dressing space in the hallway behind the stage.

Parents are not allowed in the backstage areas of the auditorium during the show (older dancers will be changing back there and require privacy).

Visitors are not allowed backstage or in the dressing rooms during rehearsals or performances. The same applies during intermission and after the show. There is a lot of backstage activity, limited space, and dressing rooms are a private area. Thank you for your understanding.

Parents are responsible for their child's costume changes if they are in multiple numbers, and they should assist them backstage before their next number. Parents should then escort their child to wait with their next class and a chaperone/staff member. Please do not take any photos in the dressing room.

14. IN-BETWEEN SHOWS (if applicable)

If your dancer is appearing in more than one performance, the dancer and one parent/chaperone may elect to stay backstage in the dressing rooms in between shows, or the dancer and parent/chaperone may leave and return 30 minutes before the next show.

15. RECITAL VOLUNTEERS AND BACKSTAGE MOMS/DADS

Please sign up to be a volunteer using your [Dance Studio Pro account](#). We need help with ushering, concessions, and backstage chaperoning. We will assign roles and email out detailed responsibilities prior to recital.

16. FINAL TUITION PAYMENTS FOR THE SEASON

IN ORDER TO PARTICIPATE IN THE RECITAL, DANCERS MUST HAVE A \$0 BALANCE ON THEIR ACCOUNT INCLUDING ANY MISCELLANEOUS CHARGES (BUT EXCLUDING

SUMMER TUITION). If you budget your tuition payments into 9 tuition payments per season, your 9th installment is due May 1st but must be paid prior to purchasing tickets. If you have a question about your account, please email mainedancecenter@gmail.com.

DETAILED RECITAL CHART



WHS: Windham High School | MDC: Maine Dance Center

Class Name	Dress Rehearsal time 5/9 (WHS)	Dress Rehearsal time 5/10 (WHS)	Tights	Shoes	Hair, Make-up, misc.	Picture Day and Time (MDC)	Number in the 11:00 show	Number in the 4:00 show
Acro 1-2 Wednesday	5:00-5:15	—	None	None	Low bun - middle part	4/30 6:30	2	2
Acro 1-2 Thursday	4:30-4:45	—	None	None	Low bun - middle part	4/30 5:30	18	18
Acro 3-4 Mon	5:45-6:00	—	None	None	Low bun - middle part	4/28 6:50	9	9
Acro 3-4 Th	6:15-6:30	—	None	None	Low bun - middle part	4/29 6:20	24	24
Acro 5-8	7:00-7:15	—	None	None	Low bun - middle part	4/30 7:15	25	25
Ballet A	4:15-4:30	—	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/30 4:05	27	27

Ballet B	4:00-4:15	—	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/30 4:45	13	13
Ballet C	5:15-5:30	—	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/28 6:15	22	22
Ballet D/E	7:15-7:30	—	Pink Convertible	Pink Pointe Shoes	Low bun - middle part	4/28 7:15	20	20
Ballet/ Lyrical C	6:00-6:15	—	None	None	Low pony - middle part	4/29 7:00	28	28
Ballet/ Lyrical DE	6:15-6:30	—	None	None	Low bun - middle part	4/29 5:40	15	15
Ballet/Tap - Tue	—	10:00-10:15	Tan Footed	Black Tap	Low bun - middle part	4/29 4:45	7	—
Ballet/Tap - Sat	—	3:00-3:15	Tan Footed	Black Tap	Low bun - middle part	4/28 5:55	—	7
Bitty Ballerinas - Mon	—	9:45-10:00	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/28 4:30	26	—
Bitty Ballerinas - Wed	—	2:45-3:00	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/30 3:45	—	26
Broadway Bound	5:30-5:45	—	Tan Footed	Tan Jazz	Low pony - middle part	4/29 6:00	11	11
Contemporary C	6:45-7:00	—	None	None	Low pony - middle part	4/29 3:45	6	6
Contemporary D/E	6:45-7:00	—	None	None	Low pony - middle part	4/29 6:40	29	29
Creative Movement - Monday	—	10:15-10:30	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/28 3:45	3	—
Creative Movement - Saturday	—	3:15-3:30	Pink Footed	Pink Ballet Slippers	Low bun - middle part	4/28 5:10	—	3
Finale	7:30-8:00	—	None	None	Low pony - middle part	—	36	36
Hip Hop A/B	4:45-5:00	—	None	Black Sneakers	Low pony - middle part	4/29 5:10	30	30
Hip Hop C	6:30-6:45	—	None	Black Sneakers	Low pony - middle part	4/29 4:25	31	31
Hip Hop D/E	5:30-5:45	—	None	Black Sneakers	High Pony - no part	4/29 7:20	4	4

Jazz A/B	5:15-5:30	—	None	Tan Jazz	Low pony - middle part	4/28 4:05	5	5
Jazz C	4:30-4:45	—	Tan Footed	Tan Jazz	Low pony - middle part	4/30 6:15	17	17
Jazz D/E	7:00-7:15	—	Tan Footed	Tan jazz	High Pony - no part	4/30 6:55	8	8
Lyrical A/B	6:30-6:45	—	None	Lyrical Paws	Low pony - middle part	4/30 5:55	21	21
Opener - Elvis	7:30-8:00	—	None	None	High Pony - no part	—	1	1
Tap A/B	6:00-6:15	—	Tan Footed	Black Tap	Low pony - middle part	4/28 5:30	33	33
Tap C	5:00-5:15	—	Tan Footed	Black Tap	Low pony - middle part	4/28 4:50	12	12
Tap D/E	5:45-6:00	—	None	Black Tap	Low pony - middle part	4/28 6:35	32	32
Tap/Jazz	4:45-5:00	—	Tan Footed	Black Tap	Low pony - middle part	4/30 5:10	14	14
Teen/Adult Hip Hop	7:15-7:30	—	None	Black Hip Hop Sneakers	See teacher	—	35	35
Tumble Tots - Tue	4:15-4:30	—	None	None	Low bun - middle part	4/29 4:05	10	10
Tumble Tots - Thur	4:00-4:15	—	None	None	Low bun - middle part	4/30 4:25	23	23
“Pink Panther	—	—	None	Black Hip Hop	Same as comp	—	34	34
“Sweet Disposition”	—	—	None	None	Same as comp	—	19	19
“When Your Feet Don’t Touch The Ground”	—	—	None	None	Same as comp	—	16	16