

2012 PICTURE PACKET

Thank you for downloading the picture packet.
This packet contains everything you need to know about Picture Week.

PICTURE WEEK

**Wednesday - Sunday
February 29- March 4th**

There are **14 pages** to this packet (including this page).
Please make sure all pages are printed.

If you have any questions please give us a call at **(623) 932-1342**.

PLEASE READ THE PICTURE SCHEDULE CAREFULLY.

Many time slots look alike.

Please read thoroughly, to avoid arriving at the wrong time.

DO NOT WEAR YOUR COSTUMES TO AND FROM THE STUDIO.

PLEASE ARRIVE A ½ HR. EARLY!
WE MAY RUN AHEAD OF SCHEDULE.

2012 RECITAL CLASS & INDIVIDUAL PICTURES

<u>Class and individual pictures will be taken on:</u>	
Wednesday	February 29th
Thursday	March 1st
Friday	March 2nd
Saturday	March 3rd
Sunday	March 4th

❖ REMINDER - NO DANCE CLASSES ON: ❖

Wednesday, Feb. 29th (except for morning classes),

Thursday, Mar. 1st • Friday, Mar. 2nd • Saturday, Mar. 3rd.

Make-up classes are available and encouraged.

Take Five Dance does not charge a special fee or recital fee for the extra hours our teachers and staff work during pictures, dress rehearsals and our 5 performances. Take Five teachers and administration will be available on each picture day. They will be able to assist with costumes, hair, make-up and the posing of dancers.

GROUP PICTURE FEE \$5.00 EACH

We ask that ALL recital dancers participate in the class photo. B & R Photography does not charge a sitting fee.

However, in order to cover the cost for each class picture to be included in the souvenir recital program book, Take Five Dance will charge a \$5 fee per student, per class picture (not to exceed \$40).

All group picture fees can be **PAID IN ADVANCE** (highly recommended) and would help make check-in faster on picture day. *Please keep your receipt and bring it to the Office on your picture day.*

For this small amount your child's picture will be included in the program book which will be looked at for years to come and enjoyed by many. This small fee does not include the purchase of the class picture.

INDIVIDUAL PICTURES (OPTIONAL)

No sign up needed. Picture appointments are first come, first served. Individual pictures will be taken immediately following the class group picture.

PLEASE RSVP ASAP if you CANNOT ATTEND your class picture time.

This will prevent us from waiting for anyone who we may think is "running late".

ARRIVE at least a 1/2 hour before your scheduled class picture time.

This will give you plenty of time to get into your costume and touch up your hair and make up.

During picture week it is very important that we keep on schedule. This year we will have 2 photographers working at the same time for all 5 days. Over 80 class pictures will be taken, not to mention individual pictures for over 500 dancers. This year over 35 hours will be spent taking pictures of our talented dancers!

WHEN ARRIVING FOR YOUR SCHEDULED PICTURE

1. Fill out a photography card (one per family) at the Office.
2. Pay the **\$5.00 (per class)** group picture fee.
IMPORTANT: If you paid this before hand, you need to show the Office a receipt.
3. Double check the spelling of your child's name for the souvenir program book.

Room #2 will be the photography studio.

Room #1 (For Girls) & Room #3 (For Boys) will be used for changing in and out of costumes and as a waiting area for dancers until scheduled picture times.

NO PARENTS ARE ALLOWED IN THE PHOTO STUDIO!!!

There will be two photographers in the classroom plus dancers, teachers and other Take Five employees.

**There simply will not be enough room.
The less distractions, the better the pictures.**

PLEASE ARRIVE A ½ HR. EARLY!
WE MAY RUN AHEAD OF SCHEDULE.
DO NOT WEAR YOUR COSTUMES
TO AND FROM THE STUDIO.

We don't want you to take the chance of tearing your costume or getting it dirty.
Please wear street clothes and change into costumes at the studio.

♥ BUDDY PICTURES ♥

B & R photography welcomes students to take pictures with their siblings, relatives and friends that dance at Take Five. On your child's picture day, invite their "buddy" to be there and make sure they have their costume.

These pictures are PERFECT for program book ads!!!

IMPORTANT PICTURE INFO:

- * No jewelry (stud earrings, only if you absolutely have to wear something).
- * No polish on fingers or toes. No tattoos.
- * No glitter or sparkles on your face, body or in your hair.

ACCESSORY LIST IS ONLINE. GET ACCESSORIES EARLY.

The accessory List is available online at: www.takefivedance.com/annual.htm

Download or view list before picture week.

We know your spare time is precious and for some, non-existent. For your convenience, Take Five Dance, in conjunction with Dee's Dancewear, sells the appropriate tights and shoes needed for your costume. No extra driving is needed.

Please do not wait until the week of pictures to get appropriate tights and shoes. Every dance studio in Arizona is having their pictures and shows between March and June.

Inventory at Take Five & Dee's Dancewear stores may be limited.

HAVE HAIR & MAKEUP READY

Dressing room space is limited. Have your dancer's hair and make up done at home and only do touch ups at the studio.

MAKEUP FOR YOUR DANCER

Dancers should wear **very little** makeup, only enough to give them some color and show their features. Do not wear stage make up!

- **3-6 year old students** do not need to wear make up.

YOUR HELP & COOPERATION ARE APPRECIATED

Take Five Dance is known for keeping on schedule and many times we run ahead of the schedule.

Teachers, parents and dancers working as a team will make this year no different. We need everyone's help in order to make this year's event a success.

BRING YOUR OWN SUPPLIES TO PICTURE DAY

- Hair pins, hair nets, hair spray, pony tail holders, brush/combs
- Safety pins, bobby pins, make up

TAP BUTTON TIES FOR 4 & 5 YR OLDS

ALL INTRO TO DANCE (4 YR. OLDS) & DANCE BASICS (5 YR. OLDS) STUDENTS will need to wear the beige, button ties that come with their Dance Now tan tap shoes on picture day.

NEED ALTERATIONS FOR YOUR COSTUME(S)?

Please make sure the Instructor sees your child in the costume before any alterations are made.

If alterations are needed we have a seamstress that can do alterations at a reasonable cost.

Please see the Office for her information. You are also welcome to use your own alteration place.

ORDER PICTURES ONLINE

www.brphotoonline.com

No more waiting in line to purchase pictures!
Sit at home, relax and take your time viewing your dancer's pictures.

B and R Photography offers:

- A wide variety of sizes of photographs will be available to purchase.
- Black and White photos along with specialty items such as calendars and magazine covers can be ordered.
- Group pictures will be unedited. Families can look at all groups and pick the one their child looks best in. Group pictures can be purchased in 8x10 **AND** 5X7 sizes.
- 10% discount on pictures ordered by **Sunday March 25th, 9:00 p.m.**
- Each family will receive a keyword (password) at time of photography. No one can view the photographs without this keyword.
- Pay for pictures using Paypal, credit card via Paypal or check. Paypal is owned and operated by Ebay so it is a secure way to use a credit card online.
- Once pictures are ordered, you will receive photos in **approximately 6 weeks.**

IMPORTANT PICTURE DATES TO REMEMBER

Picture Week:

February 29-March 4th (*see attached schedules*)

Photos available to view online:

Sunday, March 11th

Program Ads & Full Payments Due:

Monday, March 19th

Order pictures to be included in personal ads for the program book by:

Monday, March 19th

Last day to order pictures to receive 10% discount:

March 25th by 9:00 p.m.

Last day to turn pictures into the Take Five office for the program book ads:

Monday, April 16th by 8:30 p.m.

B&R PHOTO

www.brphotoonline.com

Photos will be ONLINE by MARCH 11TH!

Important:

The photographer will give you a sheet with a **KEYWORD**.

This keyword allows you to view your photos online.

So, please keep it in a **SAFE PLACE**.

Instructions:

- Go to www.brphotoonline.com
 - Click View Photos and Order
 - Click on Order Online
 - Click on Dance Schools
 - Click on "Take Five Dance"
 - Enter your keyword (password)
-
- You have three icons below each photograph.
 - Click on the spyglass to enlarge photo.
 - Click on the center icon to save photograph in favorites.
 - Click on shopping cart to view prices and order.
 - Click on sheet size box. This will show all the different sizes available. Each one listed is a sheet.
 - Click on color option box. Black and white pictures of any sizes are available.
 - Enter what sheet size you want.
 - Enter the number of sheets you want in the quantity box.
 - Click on "add to cart" at the bottom of the page. It will automatically calculate your per sheet cost.
 - Click on "proceed to checkout" and follow the directions.

★★★ Reminder About Program Book Ads: ★★★

For those families placing an ad in the program book,
picture orders must be placed by **March 19th**.

The Office needs just the text you want for your ad
& the payment by **March 19th**. You can turn in pictures later by April 16th.
Once pictures are ordered, you will receive photos in
approximately 6 weeks.

B & R PHOTOGRAPHY PRICES

Please note that "a sheet" is the same picture and same pose.

A SHEET IS:

- (1) 8x10 **or**
- (2) 5x7 **or**
- (4) 3x5 **or**
- (8) 2x3 WALLETS **or**
 - (1) 5x7, (4) 2x3 **or**
- (1) 5x7, (1) 3x5, (2) 2x3 WALLETS

SOME SAMPLE PACKAGES

1 - SHEET **\$20**

4 - SHEETS **\$45**

8 SHEETS - **\$90** (ADD 9TH SHEET FREE)

14 SHEETS - **\$140**

16 SHEETS - **\$144**

More packages are available online at
www.brphotoonline.com

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THE FREE SHEETS CAN BE GROUP OR INDIVIDUAL PHOTOS.

ALL TAXES ARE INCLUDED IN PRICE.

**SHIPPING TO CUSTOMERS IS \$6.00 PRIORITY
WITH DELIVERY CONFIRMATION**

2012 PICTURE SCHEDULE

PLEASE READ PICTURE SCHEDULE CAREFULLY.

Many time slots look alike.

Please read thoroughly, to avoid arriving at the wrong time.

The **PICTURE DAY** is listed at the beginning of each day's schedule.

Listed in the first column, will be the **PICTURE TIME**.

Look for your dancer's regular
CLASS DAY & TIME, CLASS SUBJECT AND TEACHER.

WEDNESDAY, FEBRUARY 29TH

NO DANCE CLASSES (EXCEPT MORNING CLASSES).

DO NOT WEAR YOUR COSTUMES to and from the studio.

PLEASE ARRIVE A ½ HR. EARLY!

<u>Picture Time</u>	<u>Class Day & Time</u>	<u>Class</u>	<u>Teacher</u>
3:00 pm	Wed. 10:00	Creative Dance	Pam
3:20 pm	Wed. 11:00	Intro to Dance	Pam
3:45 pm	Wed. 4:30	Acro 1	Pam
4:15 pm	Wed. 4:30	Intro to Dance	Nicole
4:35 pm	Wed. 5:30	Primary Ballet	Nicole
5:05pm	Thurs. 4:30	Acro 2	Pam
5:30 pm	Mon. 5:30/Mon. 7:30	Voice/Music	Sarah
5:55 pm	Wed. 6:30	Primary Tap	Pam
6:20 pm	Mon. 4:30	Improv/Theater	Sarah
6:45 pm	Wed.. 4:30	Hip Hop 7-10	Chris
7:05 pm	Mon. 6:30	Improv/Theater	Sarah
7:35 pm	Wed. 6:30	Ballet 11-12/Teen	Nicole
7:55 pm	Wed.. 7:30	Hip Hop 11-12/Teen	Chris
8:15 pm	Tues. 7:30/Wed. 7:30	Jazz 11-12/Teen	Nicole
8:45 pm	Wed. 6:30	Hip Hop CL 1, 2, 3	Chris
9:10 pm	Wed. 5:30	Hip Hop CL 4	Chris
9:25 pm	END OF THE DAY		

THURSDAY MARCH 1ST

NO DANCE CLASSES.

DO NOT WEAR YOUR COSTUMES to and from the studio.

PLEASE ARRIVE A ½ HR. EARLY!

<u>Picture Time</u>	<u>Class Day & Time</u>	<u>Class</u>	<u>Teacher</u>
3:30 pm	Tues. 10:00	Creative Dance	Nicole
3:50 pm	Tues. 11:00	Intro to Dance	Nicole
4:15 pm	Thurs. 4:30	Dance Basics	Nicole
4:40 pm	Thurs. 4:30	Ballet CL1, 7-10B	Maryanne
5:10 pm	Thurs. 5:30	Ballet CL 2	Maryanne
5:35 pm	Thurs. 5:30	Tap CL 1, 7-10B	Nicole
6:05 pm	Thurs. 6:30	Tap CL 2	Jenefer
6:30 pm	Thurs. 6:30	Intro to Dance	Nicole
6:50 pm	Thurs. 6:30	Ballet 11-12/Teen B	Maryanne
7:20 pm	Thurs. 7:30	Tap CL 3	Jenefer
7:55 pm	Tues. 6:30	Jazz 11-12/Teen B	Kristin
8:25 pm	Thurs. 5:30	Tap CL 4	Jenefer
8:45 pm	Thurs. 7:30	Lyrical 11-12/Teen	Rhonda
9:10 pm	Mon. 8:00	Acro Red	Kristin
9:30 pm	END OF THE DAY		

FRIDAY MARCH 2ND

NO DANCE CLASSES.

DO NOT WEAR YOUR COSTUMES to and from the studio.

PLEASE ARRIVE A ½ HR. EARLY!

<u>Picture Time</u>	<u>Class Day & Time</u>	<u>Class</u>	<u>Teacher</u>
4:00 pm	Fri. 4:30	Acro 1	Courtney
4:25 pm	Tues. 4:30	Creative Dance	Mallorie
4:45 pm	Fri. 5:30	Jazz 7-10 yrs.	Courtney
5:15 pm	Tues. 5:30	Hip Hop 7-10 yrs.	Mallorie
5:45 pm	Fri. 5:45/Mon. 6:30	Hip Hop 7-10 yrs.	Jaleeza
6:15 pm	Fri. 6:30	Intro to Dance	Erica
6:35 pm	Tues. 6:30	Hip Hop 1	Mallorie
7:00 pm	Fri. 6:30	Acro 7-10 yrs.	Courtney
7:30 pm	Tues. 7:30	Hip Hop 11-12/Teen	Mallorie
7:55 pm	Mon. 7:30	Hip Hop 11-12/Teen	Jaleeza
8:15 pm	Mon. 5:30	Boys' Hip Hop	Jaleeza
8:35 PM	END OF THE DAY		

SATURDAY MARCH 3RD-(PAGE 1 OF 2)

NO DANCE CLASSES.

DO NOT WEAR YOUR COSTUMES to and from the studio.

PLEASE ARRIVE A ½ HR. EARLY!

<u>Picture Time</u>	<u>Class Day & Time</u>	<u>Class</u>	<u>Teacher</u>
9:00 am	Sat. 9:00	Jazz 7-10 yrs.	Kristin
9:20 am	Sat. 9:00	Hip Hop 1	Amy
9:45 am	Sat. 9:00/Sat. 11:00	Dance Basics	Courtney
10:15 am	Sat. 9:00/Fri. 4:30	Creative Dance	Erica
10:45 am	Sat. 10:00	Ballet 7-10 yrs.	Kristin
11:00 am	Sat. 10:00	Intro to Dance	Amy
11:25 am	Sat. 10:00	Primary Ballet	Courtney
11:55 am	Sat. 10:00/Fri 5:30	Dance Basics	Erica
12:25 pm	Sat. 11:00	Primary Jazz	Kristin
12:50 pm	Sat. 11:00	Creative Dance	Amy
1:15 pm	Sat. 11:00	Intro to Dance	Erica
1:40 pm	Mon. 4:30	Ballet 7-10 yrs.	Kristin
2:05 pm	Tues. 5:30	Acro 7-10 yrs./Silver	Kristin
2:30 pm	Mon. 4:30	Intro to Dance	Pam
2:55 pm	Mon. 5:30	Creative Dance	Pam

SATURDAY MARCH 3RD PICTURES
CONTINUE ON NEXT PAGE.

SATURDAY MARCH 3RD-(PAGE 2 OF 2)

NO DANCE CLASSES.

DO NOT WEAR YOUR COSTUMES to and from the studio.

PLEASE ARRIVE A ½ HR. EARLY!

Mini Ensemble Dancers,

You are in at least three routines/class pictures on this day,

PLEASE DO NOT LEAVE THE STUDIO IN BETWEEN PICTURES.

We may have to go out of order.

In addition, we **MAY** pick up speed and end early.

**DO NOT LEAVE THE STUDIO UNTIL YOU ARE FINISHED
WITH ALL OF YOUR PICTURES!!!**

<u>Picture Time</u>	<u>Class Day & Time</u>	<u>Class</u>	<u>Teacher</u>
3:15 pm	Mon. 6:30	Dance Basics	Pam
3:40 pm	Wed. 5:30	Acro Mini Ensemble	Pam
4:10 pm	Tues. 6:30	Acro 11-12/Teen	Nicole
4:30 pm	Tues. 4:30	Tap 7-10 yrs.	Nicole
5:05 pm	Tues. 4:30	Dance Basics	Pam
5:30 pm		Specialty-Animals	Pam
5:55pm	Tues. 5:30	Ballet Mini Ensemble	Nicole
6:30 pm	Tues. 5:30	Dance Basics	Pam
7:00 pm	Wed. 4:30	Jazz Mini Ensemble	Rhonda
7:40 pm	Tues. 6:30	ME Class Costume	Pam
8:20 pm		Mini Ensemble Take 5 Athletic Wear	Pam
9:15 pm	END OF THE DAY		

SUNDAY MARCH 4TH

DO NOT WEAR YOUR COSTUMES to and from the studio.

PLEASE ARRIVE A 1/2 HR. EARLY!

Company Dancers,

If you are in more then two routines/class pictures on this day,

PLEASE DO NOT LEAVE THE STUDIO IN BETWEEN PICTURES.

We may have to go out of order. We hope to pick up speed and end early.

**DO NOT LEAVE THE STUDIO UNTIL YOU ARE FINISHED
WITH ALL OF YOUR PICTURES!!!**

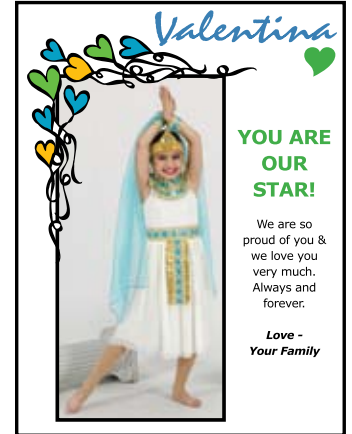
<u>Picture Time</u>	<u>Class Day & Time</u>	<u>Class</u>	<u>Teacher</u>
10:00 am	Tues. 7:30	YE Class Costume	Kristin
10:30 am	Tues. 4:30	Acro Blue	Kristin
10:55 am		YE -Take 5 Athletic Wear	Kristin
11:25 am	Wed.. 5:30	CL1-How do I look?	Rhonda
11:45 am	Thurs. 4:30	CL2-Let's get excited	Rhonda
12:05 pm	Mon. 5:30	Acro White	Kristin
12:45 pm		CL1-3, Funky Y2C	Rhonda
1:25 pm		CL1-4 -Take 5 Athletic Wear	Rhonda
2:00 pm	Mon. 4:30	CL 3-4 Ballet	Alyce
2:40 pm	Thurs. 5:30	CL3-M Papi	Rhonda
3:00 pm	Wed. 6:30	Lyrical CL 4	Rhonda
3:15 pm		CL3-Sunshine	Rhonda
3:35 pm		CL3-4, Jump Shout	Rhonda
4:00 pm		CL4-Freakshow	Rhonda
4:15 pm		CL3 Duo-I'm free	Rhonda
4:25 pm	Wed. 7:30	CL 4 Jazz	Rhonda
4:40 pm		Minnie the Moocher	Alyce
4:50 pm		CL 4, Duos, Solos	All
5:30 pm	END OF THE DAY		

2012 Dance Production Program Book

Take this opportunity to make this moment last for a lifetime. Now is the time to take part in our Dance Production Program book. These high quality full color ads always make a lasting impression.

★ **ADS & FULL PAYMENT DUE**
MARCH 19TH!

The staff of Take Five Dance Academy is hard at work preparing for their annual dance production. At this time preparations are also being made for the annual souvenir playbill/program.



We are offering ad space within this outstanding high quality publication at bargain prices. We encourage business advertising as well as individual *personals* wishing to convey their support to a favorite dancer, parent or teacher. These playbills/programs make an excellent souvenir and are cherished by the performers for years to come.

We have over 500 students attending Take Five Dance Academy with the same amount of parents, grandparents and guardians driving in and out of our complex and the Goodyear business district on a weekly basis. This is an excellent way for a business in our neighborhood to advertise to possible new clients already driving through our area.

Each color playbill measures 8 1/2" x 11" and is printed on quality paper. All ads are professionally designed at no additional charge.

SUBMITTING ACCEPTABLE ARTWORK:

Please note that the Program Book Coordinator makes the final decision on ad layout and picture selections.

1. Fill out Program Ad Form at the Office.
2. Mock ad can be created on a piece of 8 1/2" x 11" clean white paper.
3. Label and/or number each photo with student's name. Write lightly only using a ball point pen. All photos must be an original and/or high quality print. Photos will be returned.
4. On an unsealed envelope write Student's Name, Ad Size & Price and put photos inside.
5. Paper clip envelope to mock ad sheet.

- **Do Not** use sharpies or markers when labeling your photos or envelope.
- **Do Not** staple, cut, crop or change the shape of your photos. • **Do Not** glue or tape your pictures.

Ads (Text only portion) & Full Payment are Due:
Monday, March 19th at the close of business at 8:30 p.m.

Pictures are Due:
Monday, April 16th at the close of business at 8:30 p.m.

Prices & Ad Sizes

1/4 Page.....	\$100.00	(1 photo & text)
1/2 Page.....	\$150.00	(3 photos & text)
Full Page.....	\$260.00	(10 photos & text)

If you have any questions or need assistance in creating your ad, please ask any of the Take Five office staff.
 Ask the Office to see last year's book for ideas.

This outstanding **FULL COLOR** high quality publication is **PERFECT** for:

- **Personal well wishes to Dancers & Teachers**
- **Family & Friends to share Memories**
- **Business Advertising**

Family & Friends are welcome to SHARE ad space!