LETTER OF INTENT
2021-2022
Company Audition

Name of Dancer:_____DOB:_____Age:_____

How many Group Dances would you be willing to be cast in for the 2021-2022 season?

(Styles may include Tap, Jazz, Contemporary, Lyrical, Theatre Dance and/or Hip-Hop)

- ❑ 1 - 2 Group Dances
- ❑ 2 - 3 Group Dances
- ❑ 3 - 4 Group Dances
- ❑ 4 + Group Dances

If cast, we are willing to commit to all Group Dances we are placed in. We understand IMDP reserves the right to cast a student where they feel they will excel.

Student's Initial:_____Date:_____

Parent's Initial:_____Date: _____

❑ I am interested in a Solo, Duo, or Trio

This does* **NOT *guarantee placement and is solely based on teacher recommendations. Only check this box if you have read & agree to the Solo, Duo & Trio requirements as outlined in the 2021-2022 season contract, and are prepared to perform a 30-second improvisation at Company Placement Auditions.*

Please initial below showing your agreement to adhere to the terms and conditions of participating in IMDP's Dance Company during the entire 2021-2022 Season:

- I have read IMDP's Dance Company Contract and Information Sheet.

Student's Initial:_____Date:_____

Parent's Initial:_____Date: _____

- I understand the time and financial requirements associated with IMDP's Dance Company, whether my child participates in the Pre-Company, Petite, Mini, Junior, Teen, or Senior Intensive & Performance Teams.

Parent's Initial:_____Date: _____

- I have read and understand the Attendance Policy for IMDP's Dance Company. I understand it is both the Parent's AND Dancer's responsibility to stay up-to-date on all Company Rehearsal Schedules and understand some Rehearsals may be on weekend mornings/afternoons throughout the 2021-2022 season (August 1, 2021 - July 23, 2022). I understand that I must participate in the 2021 IMDP Summer Intensive during July 2021.

Student's Initial:_____Date:_____

Parent's Initial:_____Date: _____

As a Company Member at IMDP, I understand the importance of exemplary behavior. I understand my actions, attitude and respect for teammates and instructors at IMDP must remain positive throughout the entire 2021-2022 season. As a parent of a Company Member at IMDP, I understand the time & financial commitment that is involved, as well as the importance of having my dancer present at all weekly classes, mandatory rehearsals and performances throughout the 2021-2022 season.

_____ _____ _____ _____

Student Signature Date Parent Signature Date

CONTRACT & INFORMATION SHEET

In Motion Dance Project's Dance Company is comprised of the studio's exceptional and potentially capable dancers. The following contract/information sheet's intent is a basic guideline. The Directors, Choreographers, Teachers, Company Members, and Parents/Guardians will adhere and are expected to follow during the entire course of the season. Such guidelines are subject to change upon the discretion of the Director. The 2021-2022 Season Contract applies from ***August 1, 2021-July 23, 2022.***

OUR MISSION

IMDP's mission is to provide professional dance training and instruction in all genres of dance. We strive to expose young, aspiring dancers to opportunities that will enhance their dance knowledge and training. We will work as mentors for our dancers and give them ample opportunity to perform dance as an art form. We will nurture dancers in a positive, and structured environment.

IMDP DANCE COMPANY GOALS & PURPOSES

The main objective of IMDP's Dance Company is to give dancers the opportunity to take their dancing to the next level by providing adequate technical training and opportunities to perform and perfect their love of dance. The company will also serve as a guide for older dancers on their path to a professional career. We will achieve these goals by requiring each student train in a wide range of technical disciplines and dance styles, participate in as many different performance opportunities, attend professional dance conventions where additional instruction is given, and maintain a love and passion for Dance in all its forms.

IMDP FACULTY MISSION & PURPOSE

We understand that each child and young adult possesses different learning styles and progresses on different timelines. The IMDP faculty is absolutely committed to understanding these differences and nurturing each student regardless of learning style. Additionally, some students are born with certain favorable or ideal physical or anatomical body characteristics, such as turn-out, hyper mobility in joints, musicality, etc. Although these characteristics are certainly a bonus, they do not create an automatic professional dancer. Dancers turn professional when they have learned how to affect the audience emotionally through their movement. This is the goal we have for ALL of our students, regardless of their long-term dancing goals. We as teachers are here to pass on our enthusiasm for dance to your children and families. All that we require from the students is a genuine love for dance, and a willing attitude in all of their classes. All that is required from parents is trust in our abilities as teachers and their support of our vision for your children.

REQUIRED CLASSES for the IMDP Company based off 2021-2022 dance season

Ages 4 - 7 years Petite
- 3 hours of a Technique Class *[Jazz, Tap, and Lyrical or Hip-Hop]*
- Company Rehearsal Class *[will vary depending on where they are cast]*
- 1 hour of Ballet per week

Ages 8 - 11 years Mini & Junior
- 6 hours Technique Class
- Company Rehearsal Class *[will vary depending on where they are cast]*
- 2 + hours of Ballet per week

Ages 12 and up Junior/Teen/Senior
- 7-8 hours of a Technique Class
- Company Rehearsal Class(es) *[will vary depending on where they are cast]*
- 3 - 4 hours of Ballet per week *(may include a Pointe class)*

TAP ASSESSMENT

Entering Students need to take a placement class to determine the best Tap class to have them train in. Each Spring, levels will be re-evaluated, though students who show significant change in level may be moved at any time throughout the year at the discretion of the Tap Instructor. Attendance at IMDP's Tap Evaluation Day is MANDATORY for all Company Members in the IMDP Company.

CLASSES

Dancers that are part of the IMDP's Dance Company will take dance classes exclusively at IMDP unless given permission by the Director to train elsewhere depending on circumstances. This includes, but not limited to, master classes, auditions and technique classes held at other studios, venues, or various locations. **Failure to follow these policies during our Company Season may result in immediate dismissal from the Company and/or IMDP.**

** For IMDP Company dancers that are performing a Solo, Duo or Trio in the 2021-2022 season, some requirements are different. Please refer to the Solo/Duo/Trio requirements on page 9 of this contract.*

FEES & EXPENSES

- Company Participation Fee is being evaluated for the 2021-2022 dance season – more information will be available July 2021.

  - Installment payments are available upon request per the approval of the Director.
  - Company Fees cover extra rehearsals scheduled outside of weekly company rehearsals, weekend dress rehearsals, & rental of outside rehearsal facilities.

- Administrative Fees will be included in Competition & Convention/Workshop Fees posted on the MEMBERS SITE. Administration Fees cover & include sales tax for competition & convention/workshop registration, credit card charges for each transaction, registration time for each individual competition and convention/workshop, studio registration time on-site at each event when music is turned in/picked up & picking up judges critiques & notes, transport of any props used in routines, & teachers being present to prepare dancers at each competition before they perform.

- Competition Fees are due 45 days prior to each scheduled Competition Event.
  - Fees vary for each competition, ranging from $50 - $65 per dancer/per routine.
  - Late Fees WILL be applied to all transactions paid after the posted deadline.
  - An Administrative Fee will be included in all Competition Fees posted on your In Motion account.
- Convention/Workshop Fees are due 45 days prior to each scheduled Event.
  - Fees vary for each convention/workshop, ranging from $250 - $300 per dancer.
  - Late Fees WILL be applied to all transactions paid after the posted deadline.
  - An Administrative Fee will be included in all Convention/Workshop Fees posted on your In Motion account.
- Additional Fees throughout the season will include, but are not limited to, the following:
  - $50 Costume Deposit Fee per dancer/per routine *(not including shoes, tights, & accessories)*
  - $ Costume Balance due prior to the first performance
  - $ Choreography Fees per dancer/ per routine ($80 small group, $70 large group, $60 line/production) *Outside Choreographer fees will vary*.
  - $ Competition Make-Up Kit & Accessories*
  - **All Make-Up Kit items & Accessories are required & mandatory for ALL Company Members at every competition.*
  - $ Monthly Tuition
  - $ IMDP Company Rehearsal Fee
  - $ Summer Dance Intensive at IMDP
  - $ Traveling Expenses & Fees for out of town events *(including hotel rates, gas & food)*
  - $ Shoes and undergarments for all performed routines
  - $ Company & IMDP Attire that is to be worn for Community Shows and during classes or awards ceremonies at Competitions & Conventions/Workshops.

ATTENDANCE POLICY

- Excused Absences:
  - An excused absence is one that has been approved by the director in writing PRIOR to the rehearsal or required class. Each dancer is allowed 2 excused absences with no make up class necessary. It will be up to the dancer to learn what they missed in such rehearsal classes. Both excused and unexcused absences may result in a dancer being cut from part or all of a routine if they are not able to catch up on their own.
  - If a dancer requests more than 2 excused absences, it must be discussed with the Director.
- Unexcused Absences:
  - An unexcused absence is when the Director has not received any prior notice that a dancer will not be attending a rehearsal or required class. Both excused & unexcused absences may result in a dancer being cut from part or all of a routine if they are not able to catch up on choreography missed on their own.
  - All unexcused absences from a rehearsal OR required class must be made up within 2 weeks of the missed class. Even if the time is made up, your dancer will be put on a probation period, & may be removed from a routine at the Teachers discretion. Make up rehearsal classes may be scheduled with the Teacher and/or the Director, and will be charged an hourly rate of $60/hour. Failure to adhere to this policy may result in probation or removal from the team. An excused or unexcused absence the week prior to a performance or competition may result in a dancers removal from the routine and/or the entire event for that weekend with no refunds of competition fees. Dancers are still required to attend any event that they may not be performing in.
- Absences Due to Illness:
  - If a Company Member must miss a rehearsal class or any other mandatory technique class due to illness or another critical reason, please contact the studio directly by email or phone to report the absence and schedule required make-up classes. If a Company Member is absent for more than 2 days of classes due to an illness, a doctor's note is REQUIRED. When a Company Member misses multiple rehearsal classes, it is their responsibility to learn all choreography & material covered on their own. Private lessons may be scheduled in order to accommodate an absence for an additional hourly fee. If a Company Member fails to catch up on choreography & material covered at their company rehearsal due to excessive absences, they will be cut out of a section of the dance, or be completely blocked out from the dance before the next scheduled event. No refunds or credits will be issued for either tuition or competition and convention fees due to excessive absences.
- Absences Due to Injury:
  - If a Company Member becomes injured to the extreme that they are unable to dance and/or perform, they will still be required to attend all Company Rehearsal classes and Ballet classes to observe, take notes, & perform exercises to strengthen their bodies. A doctor's note must be provided and turned in to the Director in these cases. Any dancer sitting out due to an injury will be put on our injured reserved list, & may be lined or cut out of a routine until a doctor to return clears them. No refunds or credits will be issued for either tuition or competition & convention fees due to injuries.

COSTUME/COMPETITION/CONVENTION PAYMENTS

When all events that the IMDP Dance Company will be participating in during the 2021 - 2022 season are confirmed, a payment schedule will likewise be made available outlining when Fee Due Dates will be throughout the year. Costume, Competition & Convention Fees will all be paid by means of our Online Auto-Pay system. All fees must be paid by the respected Due Date to ensure the dancers spot in the company. Any fees paid after the Due Date will incur a $5 late fee for each competition routine, a $30 late fee for any convention/ workshop fee, and a $10 late fee for each routine's costume.

PAYMENT PLAN

There are multiple payments due at the beginning of the season, between September - January. We strongly suggest additional payments are made with your monthly tuition to offset future costs. Failure to pay on time will result in late fees, and may result in your dancer not being able to participate in competitions and conventions during the season.

FUNDRAISERS

IMDP's Dance Company is a competitive, traveling team. Company Members are responsible for financing their own travel, convention, competition and costume expenses. In order to lessen such financial costs, fundraisers are encouraged, but not required. Fundraisers will be organized by parent volunteers, not by the studio or its directors/teachers.

ALTERNATES

Selected routines will have 1 - 3 alternate dancers. There is no guarantee alternates will perform/compete in any routine. Alternates will attend all assigned company rehearsal classes and learn the choreography as if they were performing in the dance. Alternates may be required to pay competition fees and to purchase a costume for such routines.

TEAM BUILDING DAYS

Team Building Days will be scheduled throughout the season, and are MANDATORY for all Company Members. These exciting and fun events build the rapport of the entire company, and unite us as a group. Failure to attend a Team Building Day may result in a company members dismissal at the Director and Teachers' discretion.

OPTIONAL COMPETITIONS/CONVENTIONS

IMDP must receive a 60-day notice of your request to be registered in any optional competition or convention. NO EXEPTIONS. A form will be emailed to you to fill out and payment is due 45 days prior to the event date.

NEW! IMDP PETITE, MINI, JUNIOR, TEEN, SENIOR COMPANY EVENTS

Intensive Team dancers will participate in the IMDP Company Showcase, at least 1 - 3 conventions/workshops, and no more than 4 competitions throughout the season, which would include Nationals. Additionally, extra performance events may be scheduled throughout the season. Mandatory participation in any Company Event will be determined by age, level, & the group's performing. * All regional events will be in Orlando, FL for the 2022 season. The IMDP Company will not travel out of Florida for 2022 Nationals.

- **If your dancer is unable to participate in a competition due to a scheduling conflict or otherwise, they will be lined OUT of the routine, and no refunds will be given. It is much too difficult to re-line a routine in a short amount of time, and is not fair to the other dancers on the team.*

NEW! IMDP PETITE COMPANY EVENTS

Petite Team dancers will participate in at least 2-3 Community Performances, 1 Competitions and 1 workshop throughout the season *(if available)* and the 2022 IMDP Revue with their technique level classes. Additionally, extra performance events may be scheduled throughout the season. Mandatory participation in any Company Event will be determined by age, level, & the groups performing. *

- **If your dancer is unable to participate in a competition due to a scheduling conflict or otherwise, they will be lined OUT of the routine, and no refunds will be given. It is much too difficult to re-line a routine in a short amount of time, and is not fair to the other dancers on the team.*

CONFLICTS –
ALL conflicts for the 2020-2021 season must be presented in writing and given to the IMDP Office Manager by the following:

Sept. 1, 2021 for Oct. 2021 –Dec. 2021
Dec. 1, 2021 for Jan. 2022 – Mar. 2022
Mar. 1, 2022 for Apr. 2022-July 2022

If a student does not participate in a scheduled Company event without prior notice, they may be dismissed from the Company at the Director and Instructor's discretion.

CORRESPONDENCE –
- For ALL questions, concerns, absent notifications, and any other related items to IMDP or the IMDP Dance Company, please send to the email: info@imdance.org
- All messages WILL be received by IMDP and will be forwarded to the teacher involved with any questions or items parents or students may have. This will eliminate any lost messages via personal texts or emails to the teachers directly, and keep all items more organized, and answered most efficiently.
- Please **DO NOT** contact teachers or office staff directly via personal emails, text messages, Facebook messages, phone calls, etc. for anything related to IMDP or the IMDP Dance Company.
- **The ONLY exception to this is scheduling a Solo, Duo or Trio rehearsal using the*

teacher's exclusive IMDP email address

COMPANY REHEARSALS & DRESS REHEARSALS

- All Company Rehearsals will be set in the IMDP Class Schedule and will take place during the week or on the weekend depending on the placement of the student in each routine.
- Dress Rehearsals for upcoming Competitions will ALWAYS take place the weekend before the Competition *(unless otherwise noted)* and are MANDATORY for all competing dancers. Anyone absent from a Dress Rehearsal or their Company Rehearsal class the week leading up to a performance or competition may be cut from the dance at the Director or Teachers' discretion.

    - *If a dancer misses a Mandatory rehearsal leading up to a performance without sufficient notice and is cut from a dance, there will be no refunds on any competition fees that have already been paid.*

- All dancers must wear & perform in all competition costumes in full hair & makeup at ALL Dress Rehearsals. There will be no exceptions to this, as dancers must prepare & practice with their fellow dancers as if they were competing this dance at the event. If any problem happens with the costume, hair or makeup at the dress rehearsal, it can be addressed in class to ensure all dancers and groups are fully prepared for their next performance.

DRESS CODE

Dancers will adhere strictly to the studio's dress code for each class they are taking. This includes, but not limited to, proper hair, shoes, tights and accessories. There are very specific dress codes for Ballet classes, and these MUST be followed to remain on the company.

- In addition to the Dress Code, dancers will be given a specific hairstyle and make-up guidelines for all performances during the competition season.
- To maintain a unified appearance onstage, no company member may alter their appearance during the season, including cutting or dying their hair.
- It is expected that your appearance at the time of auditions is how you will appear throughout the ENTIRE season.

LATENESS/TARDINESS TO CLASSES

All Company Dancers are expected to arrive EARLY to their weekly classes and Company Rehearsals. Dancers who arrive late will be given a warning, and if continuing to arrive late for any reason may result in a company member's dismissal at the Director and Teachers' discretion. We encourage all dancers to arrive prepared to their classes with the appropriate shoes and attire. If dancers have any classes or rehearsal classes that are scheduled back-to-back, they will need to bring all of their required items with them to each class.

DANCERS BEHAVIOR

Company Dancers are expected to behave in a polite and respectful way toward all teachers and fellow dancers. If any teacher feels there has been inappropriate behavior, one warning will be given to the dancer and parent. If inappropriate behavior happens a second time, the dancer is subject to suspension, may lose the privilege of performing at the following competition, or may be dismissed from the Company completely. If for any reason the dancer is removed from the company or a routine, no refunds will be given for any costs up to date.

PARENTS BEHAVIOR

Our Code of Conduct for Parents is to support all dancers on the Company. Negative comments and gossip of any kind regarding other dancers, parents, teachers or directors will not be tolerated. Parents are expected to always give positive feedback to their dancers, and let them be proud of their performance. Trust in the instructor's ability as a teacher and support our vision for your children. If any situations arise throughout the season that cannot be handled by the parties involved, please approach the Company Director to settle the situation, or email to info@imdance.org

SOLO/DUO/TRIO

- Students MUST be in the Intensive or Performance Team to be considered for a Solo, Duo or Trio, and must be cast in at least 2 group dances for the 2021-2022 season.
- Any student that is cast in a Solo, Duo or Trio MUST meet the Ballet class requirements for their age range for the company.
- Solo, Duo, and Trio dancers will be selected at the complete discretion of the Director and Teachers. If you are interested in performing in a Solo, Duo or Trio this season, please indicate this on your 'Letter of Intent' and prepared to perform a 30-second improvisation at the Company Placement Auditions.
- There are additional fees & rehearsals involved with performing in any Solo, Duo or Trio including extra rehearsals, costumes, and competition fees.
- ALL Rehearsals for Solos, Duos, or Trios are scheduled with the contracted Teacher directly. Students, Parents & the contracted Teacher must work together & solve any time conflicts or otherwise that may arise
- Fees for Solos, Duos or Trios are due in full by the first scheduled rehearsal, or a payment plan may be arranged. There are no refunds or credits for any Solos, Duos, or Trios for any reason *(For more information and prices regarding Solos, Duos, or Trios, please request a Solo/Duo/Trio Contract from the Director for review).*
- All payments will be made directly to the contracted choreographer. Please **DO NOT** pay IMDP directly for any choreography fees.

DROP FEES

Any dancer who decides to drop any company group dances will immediately be dismissed from the entire IMDP Dance Company. The drop fee associated with this action will be $250 per group dance that the student is cast in. This fee will be charged by means of our Online Auto-Pay system as soon as the Director is informed of a student dropping out of the IMDP Dance Company. The drop fee will cover the cost and time for the Company Teachers & Director to re-block any of the dances that dancer was previously in & that now have to be reset due to their lack of commitment to their teammates.

LOCATION CLOSURE

The IMDP Company program classes and rehearsals will move to digital learning if for some reason In Motion Dance Project's physical location is closed due to natural disaster, or government shut down. All Drop Fees will be in effect.

PHOTOGRAPHY/VIDEO RECORDING/PUBLICITY

Company Members will be photographed and video recorded throughout the season. These images will be used by IMDP in publicity and become the property of the Academy. By agreement to be a part of the IMDP Dance Company, you are allowing IMDP to use your images for publicity exclusively and indefinitely.

NEW! SUMMER INTENSIVE REQUIREMENTS

These intensives are mandatory for ALL members to IMDP's 2021-2022 Companies. We have a very strict Summer Intensive policy, so if your dancer is considering auditioning in the Spring, you'll need to save these dates. Auditions for our Company will be mid-end of May. Company Placements will be mid-June 2021.

Company A Summer Intensive $300/*$280 – July 12-15
Company B Summer Intensive $300/*$280 – July 12-15
Company C Summer Intensive $300/*$280- July 27-30
Company D Summer Intensive $300/*$280 – July 27-30
Company E Summer Intensive $350/*$330 – July 27-30
Company F Summer Intensive $350/*$330 – July 27-30

- Pay in full for intensive by May 15th to get discounted rate

If you are a current member of the IMDP Company you pay the Intensive rate for your existing Company class track. After Company auditions, we will apply this amount to your Company Intensive placement for the 2021-2022 season and you can pay the difference if needed.

If you have any questions about the 2021-2022 season, or need more information, please contact us at 321.206.9717 or info@imdance.org

Thank You,

In Motion Dance Project

Director: Api

Please note, this contract is subject to change throughout the season.