



Special Numbers Information and Contract For Solos, Duos, Trios, etc.

General Information for Dancers, Parents, and Choreographers

Any ABDA Company Member is eligible to compete a Special Number (solo, duo, trio etc.). Of the competitions we attend, some allow any and all routines to compete; others are more restricted, and either do not allow solos to compete, or only allow a certain number of dance routines from any one studio to compete. (We will discuss options with the dancers should we perform at a more restricted competition.) There are also many competitions that students can attend on their own, other than the mandatory ones we attend as a group. We can assist students in entering these alternate competitions; however, we cannot guarantee that an instructor will be present. Special Numbers may not be included in the recital.

NOTE: Studio tuition payments must be in good standing and up to date before undertaking the financial commitment of a special number. Students must also be taking their regular classes, including company classes, without excessive absences before undertaking the time commitment of a special number.

Competing a Special Number can be a great experience for young dancers. We want every dancer to have equal opportunities to perform in this outlet and not just hand pick certain dancers.

The Pros - a.) You learn to put yourself out there in front of large crowds of people; b.) You learn great work ethic in preparing for your special number on your own; c.) Judges critiques are specifically tailored for you; d.) You can express yourself in a way only you can express; e.) You have the opportunity to perform as much or as little as you like; f.) You can get one-on-one time with a choreographer of your choice.

The Cons - a.) It costs a lot of money to compete a special number (competition entry fees, choreographer fees, costume fees, etc.); b.) You need to have the will power and drive to rehearse on your own; c.) It can be very scary at times; d.) It can be discouraging when you feel a judge scores you low - remember it's only one person's opinion!!

Special Reminder - Competing a special number must happen in a very positive way. All dancers must encourage each other and respect each other. We are not competing to win or be judged against each other. Please treat this as an outlet to perform and do what we all love so much.

Cost of Competing a Special Number (Solo/Duo/Trio)

There is a financial responsibility when competing a special number. Students are responsible for competition entry fees, costume costs (if any), and choreography costs. Each of these costs will vary based on the choices made - see below for options. In addition, families are responsible for any transportation or lodging costs they may need to attend competitions.

Competition Entry Fees

The cost of the entry fee for each competition for special numbers usually ranges from \$95 - \$140 for a solo and \$45-\$80 per student for a duo/trio. These fees are due along with the Competition Registration Form on due dates as stated in our performing group contract (roughly 30-40 days before a competition). Note: Families may incur additional fees if the forms are not submitted to the studio by their due dates.

Cost of Choreography

If students would like one of our teachers to choreograph their special number, there is a fee, to be paid to the choreographer which include:

- Choreography and creativity from the teacher of your choice (if he/she is available).
- Teacher time for all choreography sessions and cleaning/coaching sessions (see above options for total maximum hours). It is up to the student(s) to decide how much of this time they need.
- Music edits if needed.
- Costumes borrowed from the studio inventory. (Alternatively, you may purchase a brand-new costume from a costume company at your expense - the studio will assist you in doing this - or you may use a costume that you already own.)
- All competition forms and postage.
- **NOTE - These fees are due at the first rehearsal and are payable by cash or check to the choreographer (NO credit cards).**

CHOREOGRAPHY PRICE OPTIONS:

- **MINIMAL TIME/COACHING – option #1:**
 - \$250 per solo – includes a maximum of 4 hours total with choreographer (2 hours to set the piece and 1-2 hours of clean up rehearsal).
 - \$350 per duet (\$175 per dancer) – includes a maximum of 5 hours total with choreographer (2-3 hours to set the piece and 1-2 hours of clean up rehearsal). Note: This requires a lot of rehearsals on your own to be best prepared.
 - \$450 per trio (\$150 per dancer) – includes a maximum of 6 hours total with choreographer (3-4 hours to set the piece and 2-3 hours of clean up rehearsal). Note: This requires a lot of rehearsals on your own to be best prepared.
 - All dancers should plan on spending a good amount of time practicing on their own.
 - You may add ADDITIONAL 1 HOUR PRIVATE COACHING REHEARSALS for the above option #1 special numbers for \$60 per hour.
- **OPTIMAL TIME/COACHING – option #2:**
 - \$450 per solo – includes a maximum of 7 hours total with choreographer (2 hours to set the piece and 5 hours of clean up/private coaching rehearsals).
 - \$550 per duet (\$275 per dancer) – includes a maximum of 8 hours total with choreographer (2-3 hours to set the piece and 5-6 hours of clean up/private coaching rehearsals).
 - \$660 per trio (\$220 per dancer) – includes a maximum of 9 hours total with choreographer (3-4 hours to set the piece and 5-6 hours of clean up/private coaching rehearsals).
- **SELF CHOREOGRAPHED – option #3:**
 - FREE per special number – you yourself can choreograph your own special number and use as much time as needed using our studios free of cost. However, we highly recommend that you have one of our teachers look at it to make sure it is ready to compete. Generally, a teacher will charge the private lesson rate to look at a special number and give feedback at \$60 per hour.

Cost of Costumes and Accessories

All Special Number Dancers will need a costume. Costumes can be obtained in one of three ways: a.) FREE OPTION - using a costume you already own, have access to, or are going to create; b.) FREE OPTION - using a costume the studio has in stock, or c.) EXTRA COST - having the studio purchase a costume from a costume company, at your expense (generally between \$30-\$150)

Process for Competing a Special Number for Dancers, Parents and Choreographers (Short break down – detailed specifics can be found on pages 7-9)

1. Decide for sure if you would like to perform a special number and you can fulfill the requirements as listed above.
2. Decide which style and type of special number you would like to do.
3. There is a Special Number Checklist on page 11 that can assist you in completing all required items/steps.
4. Decide who you would like to choreograph the routine for you. (You may do it yourself, have a teacher do so, or have a friend or family member do so.) If you would like a teacher to choreograph your number, you will need to send an email to angelabatesdanceacademy@gmail.com and the studio will find out if the teacher is available. Please have a second teacher in mind in the event your first choice is not available. Regardless of the choreographer or option, you will need to email or submit a hard copy of the Special Number Request Form (see page 5).
5. If a teacher is available to choreograph, they will contact you directly via phone or email that you provided on your Special Number Request Form.
6. Decide with your choreographer what music you wish to use. CHOOSE WISELY!!! Accomplish this through email, texting, or phone calls, before you meet for your first rehearsal. Note if your teacher wants to meet with you at your first rehearsal to discuss music this will not count as part of your rehearsal hours. If you wish to meet with your teacher at your first rehearsal to discuss music, this will count as part of your rehearsal time. To use time wisely, we recommend that you handle music before you meet through emails, texts, and/or phone calls.
7. Before finalizing your music selection, send a preliminary music request to angelabatesdanceacademy@gmail.com to see if your music is already being used. Once you have received an email back that your music selection may be used, email or submit a hard copy of your Music Approval Form (see page 6). Plan to submit your music choices at least two weeks before your first rehearsal. This email allows us to double check that no one is using your music and that the music is appropriate for competition (i.e. no overtly sexual or age-inappropriate themes). Note: Routines should be a maximum of 2 minutes 45 seconds and a minimum of approx. 2 minutes. Pointe and Tap routines might be a little less than two minutes).
8. Set up studio space and time to set the choreography. Initially the choreographer should be helping you to do this using our Studio Sign Up Genius. Please let us know if you need the Studio Sign Up Genius link. The summer is the best time to work with choreographers – choreographers have more time and the studio has more available rehearsal time.
9. At your first rehearsal, pay your choreographer for their choreography via check or cash (see costs above). Make sure to write all checks payable to the choreographer's name NOT ABDA.
10. After your choreography is set, you may email us to let us know that you are satisfied with your choreography.
11. Make sure you have videoed your routine so your child can practice.
12. Your choreographer should have emailed you AND the studio copies of your song with correct edits.
13. All Special Numbers will need to choose their own costume. Before finalizing your costume selection, send a preliminary costume request to angelabatesdanceacademy@gmail.com to confirm that your costume is not already being used. Once you have received an email back that your costume selection may be used AND the cost and availability of the costume (if applicable), email or submit a hard copy of your Special Number Costume Form (see page 7). Note: Plan for your costume immediately, do not delay this. If you are ordering from a costume company, it can take up to sixteen weeks to receive a costume.
14. After your choreography is set, you must rehearse on your own. Keep rehearsing your routine as much as possible. Reserve a studio and time using the Studio Sign Up Genius (links will be emailed to you). Make sure you continue to video your practices so you can assess your progress. PLEASE see

the Studio Time Sign Up Genius link for specific instructions and policies regarding studio time sign ups.

15. Schedule one or two clean up rehearsals with your choreographer. You may have as much time with your choreographer as you would like; however, if this time exceeds the maximum listed in cost per option in the special number contract, it will cost an additional \$60 per hour (the normal private lesson rate).
16. If you have choreographed a routine by yourself, you may schedule some time with a teacher to receive critiques and/or do a clean-up rehearsal. Compensation depends on the amount of time spent and will be determined by the teacher.
17. Parents should assess their child's special number at least 4 weeks before their child's first event and let us know that they are satisfied with the student's progress by sending an email if need be.
18. At the Competition: The studio will submit all music for each competition (via uploads to their systems). There should be two copies of your music somewhere in the building via your phone/ipod and a parents'. At our Mandatory Competitions one of our staff will have our studio ipods present. Also Important: Bring all hair and costume accessories, and generally arrive 1 to 2 hours before your scheduled start time.
19. PLEASE DO NOT COMPARE your special number to other dancers in the company or other studios. Every special number is unique and designed specifically for you!!!
20. If at any time a parent or student has questions or concerns, they should not hesitate to discuss them with the studio. We want our students to be happy with their Special Numbers.

SPECIAL NUMBER REQUEST FORM

*Submit by 1.) Copy & paste in an email that will be sent to angelabatesdanceacademy@gmail.com
OR 2.) Print, complete and return to the studio office.*

Special Number Request Form

- **Dancer's Name:**
- **Parent's Name:**
- **Phone Number (for choreographer to contact):**
- **Email (for choreographer to contact):**
- **What kind of special number (solo, duo, trio AND with who if duo, trio):**
- **Style of Dance for Special Number:**
- **Which Option (see above - #1, #2, #3)**
- **Choreographer (first choice)**
- **Choreographer (second choice)**
- **Other:**
- **Please state that I the Parent/Guardian have read and understand the Special Number Contract and Info. Then type your name as a signature if emailing OR sign if submitting a hard copy.**

SPECIAL NUMBER MUSIC FORM

*Submit by 1.) Copy & paste in an email that will be sent to angelabatesdanceacademy@gmail.com
OR 2.) Print, complete and return to the studio office.*

Special Number Music Approval Form

- **Dancer's Name:**
- **Confirmed Special Number Style and Type:**
- **Confirmed Choreographer:**
- **Choreographer Phone Number and Email (if outside choreographer):**
- **Confirmed Music Selection, Artist and Version (if applicable):**
- **Does the Music need to be edited and if so ho will be doing those edits?**
- **Has the choreographer approved this music?**
- **Please state that I the Parent/Guardian have read and understand the Special Number Contract and Info. Then type your name as a signature if emailing OR sign if submitting a hard copy.**

SPECIAL NUMBER COSTUME FORM

Submit by 1.) Copy & paste in an email that will be sent to angelabatesdanceacademy@gmail.com
OR 2.) Print, complete and return to the studio office.

Special Number Costume Approval Form

- **Dancer's Name:**
- **Confirmed Special Number Style and Music:**
- **Has the Choreographer has approved this costume selection:**
- **Please state that I the Parent/Guardian have read and understand the Special Number Contract and Info. Then type your name as a signature if emailing OR sign if submitting a hard copy.**
- **Costumes can be obtained in one of three ways (you must let us know what your plan is, and the studio must approve of your plan – please circle ONE):**
 - A. Supplying/Ordering their own costume (ordering on own, reusing an old recital costume or making own). If so fill out what you can:
 - **Description of Costume:**
 - **Costume Company and Style Number:**
 - **Color and Size:**
 - **Accessories:**
 - B. Using a costume the studio has in stock. If so fill out what you can: Description of Costume (*Note: You will need to return the costume to the studio. We currently do not charge for the use of costumes as long as they are returned in good condition.*):
 - **Costume Description:**
 - **Costume Company and Style Number:**
 - **Color and Size:**
 - **Accessories:**
 - C. Having the Studio Purchase a Costume from a Costume Company. To streamline costume ordering, we will be placing orders for costumes on September 1st and November 1st. Some companies can ship the day after ordering, others can take 16 weeks - plan early and get your emails in as early as you can!!! If so, we need the following information completed in FULL:
 - **Costume Company:**
 - **Style Number:**
 - **Costume Description:**
 - **Measurements - Bust: Waist: Hips: Girth:**
 - **Costume Color:**
 - **Costume Size:**
 - **Other Accessories:**
 - **Amount Paid and method of Payment (costumes must be paid in full before we can order):**
- **Please state that I the Parent/Guardian have read and understand the Special Number Contract and Info. Then type your name as a signature if emailing OR sign if submitting a hard copy.**

Detailed Info & Special Notes Regarding Competing a Special Number (Solo/Duo/Trio) for Dancers, Parents and Choreographers.

Contact us early if you would like a Teacher to Choreograph for You

Contact us early if you would like to do a special number. Please submit the Special Number Request Form (see page 4). The summer is the best time to work on Special Numbers. Many teachers will be available at the end of June (after Recital) through the end of August. If there are a large number of dancers who want instructors to choreograph for them, students will be selected on a first come, first served basis. (Instructors only have a limited amount of free time and could be overwhelmed by requests.) We will do our best to see that everyone interested in competing a solo or special number gets their chance with the teacher of their choice. (Note - please have a second choreographer in mind if your first choice is not available). As another possibility, dancers may choose to choreograph their own solos. Instructors would be able to assist in cleaning numbers and in offering guidance - with a more minimal time commitment for the instructor. Fees charged would depend on how much time a student requested. (Talk to the studio about this; normal private lesson rates apply - \$60 per hour.)

Current List of Available Choreographers

Contact the Studio if you would like any of the following teachers to choreograph for you.

- Angela Bates (Jazz, Lyrical, Contemporary, Ballet, Pointe, Tap, Musical Theatre)
- Alexa Meissner Chambers (Jazz, Lyrical, Contemporary, Modern)
- Gabby Wright (Jazz, Contemporary, Street Jazz, Lyrical)
- Makenzie Crane ((Jazz, Lyrical, Contemporary)
- Ryan Blackson (Jazz, Lyrical, Contemporary, Ballet, Pointe, Musical Theatre)
- Olivia Mailey (Jazz, Contemporary, Lyrical)
- Kim Martin (Ballet, Pointe)
- Allyssa Millar (Jazz, Lyrical, Contemporary, Ballet, Pointe, Tap, Musical Theatre and Hip Hop)
- Special Note: There are many outside choreographers you can hire on your own. Many have their own rates and procedures.

Reserving Studio Space for Initial Choreography

Students need to coordinate with their choreographers to schedule studio rehearsal time.

Choreographers will need to use the Studio Sign Up Genius to reserve a studio and time to set the special number. We do not charge studio rental fees for this.

Reserving Studio Space for Rehearsal after Choreography is Set

Once the choreography is set, it is up to the dancer to find time to rehearse their routine at home or at the studio. The Studio Sign Up Genius will be available to you to reserve a studio and time on your own. Links for this will be emailed to you monthly. During the summer, studios are generally available during camps, summer classes and intensives. During the school year, studios are usually free for a brief time after or during rehearsals on Saturdays, before 4:30pm Monday thru Thursday, after the last class of the evening (for about 15 minutes) throughout the week, and special times on Sundays. If you would like studio time to practice your special number and find that all the free studio time slots are taken, please notify the studio.

Note 1: Running numbers between our regularly scheduled classes is most likely not possible. One student quickly running a number between classes is usually not a problem; however, running two or three numbers between classes is too time consuming.

Note 2: If a student wishes a teacher to be present, arrangements for time and compensation must be made with the teacher first.

Note 3: Students are not allowed to skip classes they are registered for to rehearse their special numbers.

Video Your Routines

It is necessary that each student video their initial choreography. It is also highly recommended that each dancer has someone (a parent or another student) video record one or more of their rehearsals so that the dancer can work on their solo at home. Ideally, students should also video themselves after every rehearsal so they can judge their progress and see what they need to correct.

Duo/Trio Challenges

Rehearsing a duo or trio can be difficult due to scheduling issues amongst dancers. Remember that your duo or trio is a team and must work together. These types of routines require more rehearsal time because the dancers have to dance together at the same time. If you are considering a duo or trio, please consider how well each of the dancers will work together, and consider their individual schedules and their ability to get together to rehearse. If you choose to do a duo/trio, you are responsible for rehearsing as often as your team members feel necessary.

Selecting Music

Many teachers allow students to choose their own music or offer options/ideas to the choreographer. If you do not have music ideas, teachers will email you a list of music options that they have or recommend. PLEASE CHOOSE YOUR MUSIC WISELY!!! Make sure you can relate to your music choice. Do not rush into choosing a song. Once you choose a song, you will be stuck with that selection for the remainder of the year. Make sure it is age appropriate and suits your personality. Try to analyze the lyrics and content BEFORE making your final choice.

Some TIPS in choosing music: 1) Use Pandora – create a channel with your favorite song or singer and see what other songs come up like that particular song or artist; 2) Google and check websites for lists of great solo, duo, trio songs; 3) Pick a one word topic and search in the iTunes store OR on YouTube – see what songs come up according to that one word; 4) Ask your choreographer for suggestions as well.

Before selecting Music for a routine, the student or choreographer must check with the studio to see if anyone else is using the music you wish to use. Please email your song choice to angelabatesdanceacademy@gmail.com to see if your song choice is available for use. After confirming with the studio, the student must submit a Music Approval Form (see page 5) at least two weeks before starting work on the routine. (They must also submit the lyrics of their song, if there are lyrics). Note: the purpose of first checking with the studio is to make sure that no one else is already using the music you would like to dance to; however, the studio does not have the authority to approve of (or not approve of) the musical content and the themes of the song you would like to use. The purpose of the Music Approval Email is to make sure that all parties (the parents, students, and studio) are informed as to what the theme and content of the song is and that everyone approves of it. Note: Routines should be a maximum of 2 minutes 45 seconds and a minimum of approx. 2 minutes (Note: Pointe and Tap routines might be a little less than two minutes).

Selecting Costume

Students and/or Choreographers need to submit to the studio for approval the costume they wish to use. We want to make sure that costumes are appropriate and that no one else is using the same costume. A Costume Approval Form is included for this purpose (see page 6). Note: if you are buying a new costume from one of the costume companies that we use, it can take up to sixteen weeks to get a costume. You need to plan early. PLEASE NOTE SPECIFIC DUE DATES (September 1st and November 1st)!!!!!!

Special Numbers Commitment to Competence

We ultimately want the students to look competent in routines that the students feel are challenging. We can think of at least two scenarios that could either render a routine less than challenging for a student or make a routine too difficult for the student to perform competently.

A. If the choreographer creates a number exactly to the dancer's current ability (which is what they are supposed to do), and they choreograph the number during the summer months of June or July; this is most likely 9 to 10 months before the student may actually perform the number in competition

and will not take into account any improvement the student might make over a 9 to 10-month period. A routine choreographed in June or July might be too easy for the student when they actually perform the routine in March or April of the following year.

B. On the other hand, if the choreographer tries to anticipate the student's improvement, and choreographs a routine that is more challenging than the student's current ability, it is possible that the student will not improve to the degree that they need to and will not look competent in the routine.

To address these scenarios, we recommend that choreographers give the students options within the choreography to make a dance either harder and more challenging or easier if it is found to be needed at a later date.

Note to Choreographers:

The studio reserves the right to:

- change choreography to something easier if a student for whatever reason cannot perform their given choreography competently and the choreographer is not available to make changes, and to
- change choreography to make a routine more challenging if the student has progressed and needs a higher level of difficulty and the choreographer is not available to make changes.

Note to Students and Parents:

We usually leave the final decision as to which version of their dance (easier or harder) each student uses. We have noticed, however, that even though the studio's position is that the students should choose the version that they do technically best, the students (in their quest to be more challenged) often choose the versions that are too hard for them to do and that they do not necessarily do well.

We feel the dancer's job is to entertain the audience with what they do well (and not to show the audience how they are simply trying to get through a higher level of steps – judges usually mark down for doing this because it is not entertaining to watch students struggling with steps). If a student looks better doing easier choreography then we feel the easier choreography is what the dancer should choose.

The choreographers typically give about four hours of their time to choreograph the routines. This is enough time to set and clean a dance if the steps given are within the dancer's current ability. Four hours is not enough time for a teacher to introduce and clean steps that are above the dancer's ability. If a student desires to do choreography that is leveled up and they wish to do it well, they either need to practice A LOT on their own, or they need to expect that they will have to pay extra to have teachers assist them. Always be prepared to do the easier choreography if it makes you look better.

Below is a Check Off List for Parents or Students

- _____ Notify the Studio of your interest in a Special Number and who you would like to choreograph your routine by submitting the Special Number Request Form (page 4).
- _____ After the choreographer and I have checked with the Studio to make sure no one else is using my music, I have submitted a Music Approval Form (page 5) to the studio at least two weeks in advance of your first scheduled rehearsal.
- _____ At the first rehearsal, I have paid the choreographer.
- _____ I have made a video of my child's initial choreography, along with any choreographic options to make the dance easier or harder, should the need arise to make the dance easier or harder at a later date.
- _____ I have submitted a Costume Approval Form (page 6) to the studio.
- _____ I have obtained correctly edited music from my choreographer and also given to the studio. Make a copy of your CD and save on a computer, email, ipod, phone, etc.
- _____ My music has been emailed to me and the studio.
- _____ I have scheduled rehearsal time with the studio using the Studio Sign Up Genius.
- _____ I have notified the studio, if all the available rehearsal times are taken. The studio will consider opening Sundays.
- _____ My child has regularly filmed their rehearsals to judge their progress.
- _____ I have looked at my child's routine at least 4 weeks before their event, I am satisfied with the progress of their routine. I will notify the studio if I have any concerns about the routine.
- _____ I have practiced my routine in my costume, to make sure everything fits properly and works with the routine.
- _____ I will bring a copy of my music to the competitions and will bring all hair and costume accessories. Generally, arrive 1 to 2 hours before your scheduled start time.