

CDC Performance Company

A Contract for Dancers and Parents

Welcome to the CDC Performance Company! The CDCPC is the performance arm for Carolina Dance Foundation, a non-profit organization that provides quality dance education, performance opportunities and community enrichment. This contract outlines responsibilities and commitments for dancers accepted for the 2017-18 season.

Please review with your dancer and turn in a signed commitment by July 15, 2017.

- **Dates and/or expenses listed in this contract are subject to change.**
- **Updates are sent out via e-mail when necessary.**

The CDC Performance Company consists of:

Dancers:

- Carolina Civic Ballet
- Carolina Groove
- Carolina Rhythm
- Carolina Groove Elite

Artistic Directors:

- Missy Blackburn
- Jennifer Culler Moore
- Lindsay Collins Shaw
- Tap Director: Dana Taylor Smith
- Assistant Directors as necessary

Company Season:

Dancers are under contract from the time of acceptance into CDCPC until the following year's audition.

Parent Volunteers:

Organizing and conducting performances require a committed group of people to successfully plan and execute. We ask that each dancer's family contribute a minimum of 10 hours per season, with an additional 5 hours for each successive company in which their child is placed. Many more hours are required than the mandatory allotment to make the performances successful. This requirement is in place to ensure that all members contribute to the success of the CDCPC. Should you not be able to contribute the time, you may opt out at \$20.00/hour.

The volunteer season begins after auditions and ends at the conclusion of Kamryn's Smile Tea Party.

Choreographers:

Artistic Directors and guest choreographers are accomplished and highly trained. At their discretion, they select dancers from CDCPC and set choreography.

CDCPC GENERAL INFORMATION

Contact information:

- E-mail: development.cdf@gmail.com
- Facebook: www.facebook.com/Carolinadancefoundation "Like" the CDF page on Facebook to receive updates on events.
- Refer to <http://carolinadancefoundation.org/calendar/> for an updated calendar of events throughout the year.
- Instagram: [carolinadancefoundation](https://www.instagram.com/carolinadancefoundation)

Social Media Policy: Use of Facebook, Twitter, Instagram, Snapchat, LinkedIn, blogging, and other online social media vehicles is common and a fun way to share pictures, encouragement and congratulations. The following guidelines are important to understand your responsibility as it relates to use of social media and CDF/CDCPC.

- You should not share anything that is proprietary and/or confidential to artistic directors or board of directors of the CDF/CDCPC as a whole.
- Unless specifically authorized, students and parents should neither claim nor imply that they are speaking on behalf of CDF/CDCPC.
- Never post anything that could compromise the self-esteem of students who attend CDF/CDCPC.
- If you post videos of class or rehearsals, don't post any choreography in its entirety; CDF/CDCPC or the choreographer owns the copyright.
- Best practice is to ask permission before posting pictures or videos of others on Facebook, Instagram, Snapchat, or other social media outlets.
- When in doubt of whether something is appropriate to post or say, err on the side of caution and refrain from doing it.
- Respect the law, including those laws governing defamation, discrimination, harassment, and copyright and fair use.
- Please do not post pictures from company performance dress rehearsals prior to performance.

The CDF company season is divided into 2 seasons / 3 stage performances:

- Fall Season: Winter Seasonal Performance – The Night Before Christmas
- Spring Season: The Spring Jazz & Tap Extravaganza and the Full Length Ballet Experience

➤ In addition to the three CDCPC productions, there are other rewarding performance opportunities for select dancers

- There are several local outreach performances at local venues (YMCA, CDC, Powell Elementary, etc.) This is a rewarding way for our dancers to bring entertainment, happiness and interest in the arts to the local community by volunteering their time and talent to perform pieces.
- Select dancers could potentially perform at area and national dance festivals like UNCSA and SERBA.
- CDF also provides competitive opportunities for our jazz dancers by sponsoring Carolina Groove Elite (CGE). Dancers interested in an increased level of jazz training through additional enrichment classes and travel may participate in CGE (if selected). CGE is an additional commitment to participation in Carolina Groove and requires a supplemental commitment contract.
- CDF encourages our advanced ballet dancers by recommending and supporting participation in the Youth America Grand Prix (YAGP).

Participation in CDCPC requires:

- Awareness of and compliance with company dates
- Payment of Fees
 - Carolina Civic Ballet, Carolina Groove, and Carolina Rhythm yearly dues are \$200.00; CGE dues are \$185; special guests are \$75.00
 - There are a limited number of merit/need based scholarships. Please contact the CDF treasurer for more information.
- Participation in the Fundraising Requirement
- Contribution of volunteer hours
 - Each family volunteers 10 hours with 5 hours per additional company
- Attendance of Guest Artist Series Intensive, presented by Carolina Dance Foundation
 - August 7-11, 2017 for a cost of \$400
- Regular attendance in dance classes, including Saturday morning company classes.
- Adherence to the rehearsal attendance policy and code of conduct
- Required ticket sales for Winter and both Spring Performances
- Potential purchase of performance supplies such as makeup, tights, shoes, etc.
- Support and commitment from family

FOR OUR DANCERS

Congratulations! You have been accepted into the Carolina Dance Foundation! Each new company member will receive a pair of company earrings upon acceptance that will be worn for all performances. Becoming a successful dancer requires making a solid commitment to your classes, rehearsals, and performances. Strong technique is a key ingredient, and class and rehearsals is where you develop that technique. Coming to class prepared to learn and without personal distractions is important. We encourage you to dance full-out, stretch a little further, become more aware of your technique, and make the most of every class.

➤ True progress is made when you look at each class, rehearsal, or performance as an opportunity to become better at what you love to do.

Representing Carolina Dance Foundation is a privilege that dancers and their parents must appreciate and respect. Participation in the program is restricted to dancers who are ready to make achieving their personal best a priority. There will be times when classes, rehearsals, or performances will be scheduled when your non-dance friends or family may be headed to the mall or the movies. Please consider carefully whether this commitment is right for you.

Carolina Dance Foundation Benefits

Some dancers in our foundation aspire to and will move on to professional dance careers. Others focus on reaching their personal best. We achieve our goals for the program by offering young people the chance to:

- gain a sense of balance in life by managing their commitments to both dance and academics
- participate in a physical activity that enhances understanding of the value of a healthy body
- work with mentors towards a common goal
- develop a sense of confidence
- enjoy friendships that could last a lifetime and a sense of belonging to an extended family of fellow dancers, teachers, and parents
- discover the results of hard work and determination
- develop a lifelong appreciation for the performing arts

Big Dancer / Little Dancer Program:

This voluntary program randomly pairs up young, new company members with an older more experienced dancer. It's a great way for older dancers to share their company experience and be a positive, welcoming role model for new dancers to the CDF dance family.

THE PARENTS

CDF fosters a positive atmosphere and educational experience for our faculty and students and their parents. Cooperation between all is expected. Showing respect for other parents, the students, and the faculty, makes an important impression, and teaches dancers how to interact with others in a professional setting. Your commitment makes an enormous difference in the success of the dancer and the foundation.

Encourage your dancer to be the best that he or she can be regardless of what others may achieve. Dance is an individual art form and dancers need to be allowed to achieve at a pace that's comfortable. No two students will progress at the same rate, even if they experience the exact same training. It's important to encourage dancers to focus on themselves, give their all, and be satisfied with their own accomplishments.

Public discussion of dissatisfaction with the CDF, its artistic directors, choreographers, or other students and their families is not productive. We encourage you to speak to an artistic director if you have questions or concerns to prevent misunderstandings and/or confusion.

➤ We're all in this together with a goal of providing a healthy, productive environment

FOR DANCERS AND PARENTS

When dancers and parents are involved in CDF activities outside the two CDF annual stage performances (e.g. UNCSA festival, NYCDA etc.), please keep the following in mind:

- We do not speak negatively about teachers, dancers, or parents from our or other schools
- It's appropriate to speak enthusiastically about your experience with CDF, but we don't recruit dancers from other schools
- The CDF artistic director handles all communication with the directors or hosts of our outside activities (unless a representative is designated)
- No parent or dancer should question the directors or hosts of any event. If you have a concern, please discuss it with your CDF artistic director.

DANCE TRAINING

Class Attendance (REQUIRED):

Presence in classes is imperative. The spirit of teamwork and the lesson of dedication are big parts of the foundation's educational process. All dancers are expected to attend their regularly scheduled classes in addition to all rehearsals and performances.

Carolina Groove, Carolina Rhythm, and Carolina Civic Ballet Junior A and Ensemble dancers are allowed no more than 4 absences per genre per season (8 per year). All other Carolina Civic Ballet dancers are allowed no more than 6 absences per season (12 per year including company class). Should a dancer's absences exceed the above number, they must attend make-up classes prior to the performance or the dancer will not be allowed to perform. **All classes during the week prior to performances are mandatory.**

Members must attend all classes required for their assigned level. Carolina Civic Ballet dancers in levels Senior B, Senior A, Teen B, Teen A and Junior B have a required company class on Saturday mornings. There is no charge for this additional class. Carolina Groove members must be enrolled in ballet technique classes in addition to their weekly jazz classes.

➤ **Any dancer with poor attendance may be subject to dismissal**

Summer Training (REQUIRED):

➤ **In order to maintain the pre-professional level of our companies, summer training is required.**

Specific requirements are based on age and skill level. Please direct all questions to the artistic directors.

CDC offers a full summer of training options in every genre including afternoon/evening classes and weekly intensives. We also fully support out of town professional summer programs as well as Carolina Ballet's summer intensive. CDF dancers not attending a professional out of town summer program are required to maintain a rigorous training schedule at CDC to ensure technical improvement during the summer months. The artist directors can help you determine what is appropriate based on your dancer's age and level. Please remember to include this information on your dancer's signed commitment.

The Guest Artist Intensive (REQUIRED):

This exciting week long program is mandatory for all company members unless special circumstances apply (e.g. year round school, out of town approved programs that conflict). CDCPC dancers should register and pay for this event by **July 28, 2017**. It's very costly and time consuming to invite and host accomplished instructors in every genre in order for our dancers to have this wonderful opportunity.

All requests to be excused from this requirement must be submitted in writing to education@carolinadancefoundation.org by **July 15, 2017**. A \$100 fee will be charged for any dancer missing the Guest Artist Intensive for any reason other than school or a professional program that has been pre-approved by an Artistic Director. Dancers who list an existing conflict on their signed company contract will automatically be charged the \$100 fee. Dancers who notify the artistic directors of a conflict **AFTER** July 15, 2017 will be charged the full amount (\$400). Injured dancers must have a doctor's note and are required to observe classes determined by an Artistic Director.

Other Training Requirements:

Master Classes with instructors for summer intensive auditions (REQUIRED for Carolina Civic Ballet 11+):

It's an honor for CDC to be selected to host a national summer intensive audition. For a nominal audition fee, dancers have the opportunity to take an hour or longer master class with an accomplished guest instructor. One of the following ballet auditions is mandatory, both are encouraged.

- Joffrey Jazz and Ballet Auditions
- Burklyn Ballet Auditions

Carolina Rhythm Onsite Workshops (REQUIRED):

We plan to offer one onsite tap workshops this year.

Fall Workshop – Artist TBA, Cost approx. \$25-\$30 per class

Carolina Groove Onsite Workshops (REQUIRED):

We plan to offer three weekend master classes during the fall season. Each weekend will feature an industry professional who will teach master classes. The cost is typically \$20-35 per class.

Emily Greenwell (commercial contemporary) & Jaime Jackson (hip hop) Master Classes – Sept. 15-17

Grace Buckley Master Classes – September 30-October 1

One additional Master Class Weekend - TBA

Any dancer unable to attend one of these required workshops will be charged 50% of the workshop fee. The only exception is participation in Carolina Ballet's Nutcracker or a CDF dance opportunity pre-approved by an Artistic Director. Dancers must email education@carolinadancefoundation.org by September 1, 2017 with any workshop conflicts. Dancers that submit conflicts after September 1, 2017 will be charged full workshop tuition. Injured dancers must have a doctor's note and are required to observe classes determined by an Artistic Director.

UNCSA North Carolina Festival of Dance (REQUIRED for levels listed below):

UNCSA hosts an annual festival for dancers across the state of North Carolina. This year's dates are tentatively February 23-25, 2018. The festival includes 3 days of master classes, a UNCSA student performance, and a festival performance comprised of select company attendees. This festival is required for Carolina Civic Ballet dancers ages 11 and up (by January 2018) in the following levels: Senior B, Senior A, Teen B, And Teen A. Attendance at the North Carolina Festival of Dance requires payment of a registration fee, a 2 night hotel stay, and purchase of 2 leotards. The registration fee covers 2.5 days of master classes. For your reference, the registration fee is anticipated to be around \$200.

National Workshops with Industry Professionals (REQUIRED for CGE, OPTIONAL for other dancers):

Dancers who are accepted to Carolina Groove Elite (CGE) will be required to attend 3 national workshops/conventions:

NYCDA (Baltimore, MD) - January 12-14, 2018 (www.nycdance.com)

Radix (Concord, NC) - March 2-4, 2018 (www.radixdance.com)

Hollywood Vibe (Myrtle Beach, SC) - April 27-29, 2018 (www.hollywoodvibe.com)

These workshops are also open to all company dancers and are highly encouraged. Registration fees are typically approx. \$250. A \$35 travel fee is also required for dancers who are not in CGE. A 2 night hotel stay is also required.

We will also have a few additional optional workshop dates that we will attend if enough dancers are interested. The tentative additional workshops are:

NYCDA (Nashville, TN) - December 15-17, 2017 (www.nycdance.com)

NUVO (Atlanta) - January 26-28, 2018 (www.gonuvo.com)

ASH (Greenville, SC) and/or NYCDA (Greenville, NC) - April 6-8, 2018 (www.ashdance.com)

(www.nycdance.com) ** due to full length ballet, Carolina Civic Ballet dancers would not be able to be out of town this weekend

Stay tuned for additional information including pricing and due dates.

Email education@carolinadancefoundation.org with any questions

RDA/SERBA (Regional Dance America/Southeast Regional Ballet Association) – (OPTIONAL BUT HIGHLY RECOMMENDED):

We are proud to be performing members of this wonderful organization. This year's festival will be held in Montgomery, Alabama May 2-6. The cost for this event is \$315 plus the \$35 travel fee per kit which includes 3 days of classes, lunch each day, tickets to 3 performances, and admission to the Gala Banquet and dinner Saturday evening. Dancers will be required to purchase new leotards and will be responsible for a plane ticket and 4 night hotel stay (\$139 per night plus tax). All Carolina Civic Ballet dancers ages 13 and up are invited to attend the festival and will be considered for, but not guaranteed a spot in adjudication choreography. (It is our understanding that 11 year olds will also be welcome at this year's festival. Please speak to one of the artistic directors about attending if your dancer is 11 or 12 years old.) Additional choreography fees may be required for dancers cast in multiple SERBA adjudication pieces. Please let us know of your intent to attend the festival no later than August 1, 2017 so we can plan accordingly.

Other opportunities to train may arise that are either offered as highly encouraged, or may be made mandatory at the Artistic Director's discretion.

Policy on Non-CDF Opportunities during the CDF season

While it would be extremely rewarding to see dancers be able to pursue every performance and training opportunity available, it is not possible to fulfill CDF requirements with other simultaneous performance or training opportunities. Rare exceptions are made on a case by case basis.

➤ **Dancers MUST have prior approval from the Artistic Directors in order to participate in any non CDC/CDF performance or training opportunity.**

Carolina Ballet Nutcracker participation:

Having a professional ballet company in the local area provides amazing opportunities for our CDF dancers. One opportunity the Artistic Directors will make an exception for is if CDF dancers choose to participate in the Carolina Ballet's annual Nutcracker performances.

CDF dancers may be excused from the CDF Holiday performance and will perform in the Spring Extravaganza only. Full Dues payment is still expected.

➤ **Dancers are expected to attend all classes when available, and must contribute to a full year of volunteer and fundraising, the only exception being the 6 CDF Holiday show ticket purchase requirement.**

CASTING

Each dancer is guaranteed to be cast in at least one piece per company per season. Some dancers are selected to perform in additional pieces.

The artistic directors and choreographers selected to work with the CDF are experienced. Performance assignments are at the discretion of the artistic directors, or guest choreographers who have many years of experience teaching and evaluating dancers. They are knowledgeable on what is technically and emotionally right for the dancers. Placement is highly individual and the factors that go into the decision are complex.

Dancers must be flexible, as choreographers may cast dancers in one spot and later move them to another spot as they later see best suits the choreography. All roles are an important part of every piece, and dancers are expected to work hard and fully cooperate with all instructors.

Your dancer's account must be in good standing, including any CGE amounts and fundraising amounts due at the time, prior to being cast in the Spring Shows.

➤ **Artistic Directors make all casting determinations and the decisions are non-negotiable and final. This mirrors what occurs in the professional dance world.**

Understudies:

Being selected as an understudy is an honor and requires great dedication. Often understudies must learn multiple pieces of choreography, and are expected to fill in at a moment's notice.

Understudies are not technically a member of the company so they are not expected to pay dues, fund raise, attend the mandatory master classes, or complete parental volunteer hours. The only expectation of the understudy is to attend all the rehearsals for the piece they are assigned. If called upon, then the understudy performs the piece that they have been rehearsing. The understudy year is a time to develop the skills to be a company member as well as show your dedication to dance.

Understudies should be treated with cooperation and respect by their peers and not seen as or treated as inferior. Understudies must juggle rehearsal schedules and work independently, as the choreographer's attention is primarily focused on teaching and correcting the dancers assigned to that piece.

REHEARSALS

➤ **Dress rehearsals are mandatory in order to be eligible to perform in the show**

Rehearsals are scheduled on Friday evenings, Saturday and Sunday. Efforts are made to give dancers one day off per weekend when possible.

Importance of Rehearsals:

Rehearsals are an important part of the commitment to the CDF. All dancers are expected to work hard, dress appropriately, and arrive early enough to warm up. All rehearsals are dedicated to choreography or "cleaning" the choreography. A dancer who misses a rehearsal holds back the progress of the entire group. Repeating the choreography from a previous session for those who were absent takes up valuable rehearsal time, which could result in a performance that is not up to par. When choreography is cleaned, it may be also changed. Dancers who miss a cleaning session may not be properly prepared for an upcoming performance and could end up disappointing themselves, their team, or the foundation.

An important lesson taught is the value of teamwork. Dancers who miss a rehearsal because of a non-emergency circumstance are letting their fellow dancers down in many ways. Parents with conflicts that prevent them from taking their children to a scheduled rehearsal are encouraged to support each other, to help all CDF dancers make their commitments.

REHEARSAL ATTENDANCE

➤ **Dancers may have 2 non-dress rehearsal absences per piece. The absences must not occur within 2 weeks of a major performance. Poor attendance may result in a choreographer replacing a dancer with an understudy at their sole discretion**

Every effort is made to e-mail the rehearsal schedule out with as much notice as possible, no later than several days prior to the weekend rehearsals.

When a guest artist/choreographer piece is being set, all rehearsals are MANDATORY unless previously excused by an Artistic Director.

Additional rehearsals may be scheduled at the discretion of the teacher/choreographer. All dancers are required to frequently check the bulletin boards and e-mails often to ensure you are up to date on any unforeseen scheduling changes.

Dancers who need to be excused from a rehearsal are required to e-mail:
admin@carolinadancefoundation.com so the choreographer can be notified of the absence.

Not attending rehearsals without notice is unprofessional, and prevents the choreographer from adjusting rehearsals or choreography. Dancers are responsible for learning any missed choreography before arriving for the next rehearsal.

CONDUCT / ETIQUETTE

➤ **Dancers are expected to be team players. Maintaining a positive attitude and showing respect for CDF, teachers, parents and choreographers is essential at all times.**

- Teachers and students shall leave any personal negativity at the door when entering the studio.
- Arrive at least 10 minutes before the start of every class or rehearsal. It's important to stretch and warm up properly and get in the right mindset before each rehearsal.
- Plan to bring food rather than leaving the studio between rehearsals to eat fast food. It's healthier, and prevents you from being late to the next rehearsal. Granola bars, fruit, yogurt are healthier options that help you maintain your energy level throughout multiple rehearsals.
- Choreography must never be questioned.
- Review choreography from week to week so you are prepared to make the most out of each rehearsal.
- No excessive talking during class or rehearsal. It is distracting and disrespectful to the choreographer.
- Give 100% of yourself in all classes and rehearsals. Review your sections quietly when the choreographer is working with others. Do not mark unless the choreographer instructs you to do so.
- Listen to each correction given, whether it's directed to you or another dancer. A correction is an honor; it shows how much a teacher cares about your progress as a dancer. Students should apply themselves in every class and appreciate their teachers' knowledge and experience.
- Finish every class or choreography session with a thank-you to the teacher or choreographer, and accompanist if applicable.

➤ **When wearing CDC or CDF apparel to events, make certain your activities and behavior reflect positively on you, CDC and CDF.**

APPEARANCE

➤ **Pride in your appearance reflects positively on the public's impression of CDF.**

- Ballet rehearsal requires a bun or French twist. Ponytails are not acceptable.
- Dancers should be properly dressed for all events. Do not arrive at or leave any event in your dancewear; always wear a cover-up.
- CDF members should look polished and professional for every performance. Neat slicked back hair, company earrings, stage make-up and eyelashes are required. Other requirements may be requested by the artistic director or choreographer.
- To maintain consistency in appearance on stage, specific brands and colors of makeup are recommended to dancers.
- Plan ahead. Performance shoes should be clean and in good condition. Tights with holes or runs should be discarded.
- For performances, specific colors and brands of tights are required to be purchased to maintain a uniform appearance. One pair should be reserved for performances only.
- A pleasant smiling face is the most valued attribute to any dancer's appearance

THE PERFORMANCE EXPERIENCE

➤ **Performances are the dancer's opportunity to show the audience the results of their dedication and hard work.**

To make the most of this opportunity:

- Allow plenty of time to avoid adding stress to the day. Arrive at performances at least one hour before the scheduled time unless otherwise advised by your teachers.
- Be sure you are properly warmed up.

- Present yourself in a professional manner, with costumes pressed, shoes cleaned, and all accessories accounted for.
- Treat the performance venue with respect. Keep your area of the dressing rooms clean and never bring food or drink where it is prohibited.
- When in an auditorium, remain seated whenever dancers are performing.
- Enthusiastic applause is encouraged, but screaming names is never appropriate in a performance venue.
- No flash photography is allowed for the safety of the dancers
- Families are required to sell a required amount of tickets to ensure an appropriate audience size for the dedicated and deserving dancers performing

COSTUMES

Costumes are the property of CDF, and should be treated with great care. This enables future use and keeps fees as low as possible. No eating or drinking, with the exception of water, is allowed when dressed in a CDF costume. At times, at the choreographer's discretion, parents may be asked to purchase additional costume or shoe requirements not covered by company fees.

FUNDRAISING

CDF is fiscally responsible and sets the annual budget with care. Fundraising varies each year with the decisions made by the current board. Fundraising keeps company fees lower, and are used to provide beautiful costumes, inspiring choreographers and secure performance venues.

It takes many volunteer hours to support the fundraising efforts. Please take some time to consider where you or your dancer may make an impact. Carolina Dance Foundation will support the following:

- Babysitting Night (February 10, 2018): All dancers age 13 and over are expected to participate in this fun event that gives the studio families a night out and your dancer a chance to participate in support of CDF. If the dancer cannot participate as a volunteer, then additional volunteer hours will be required.

Besides participation in the Babysitting Night, the fundraising requirement per dancer is \$300. The fundraising amount for families with more than one dancer will be \$300 for the first dancer and \$150 for each additional dancer.

We will offer the following fundraisers:

- Spring Gala Event
- Consignment Sale
- Silent Auction - procuring items to be auctioned
Accounts will be credited with either 100% or 75% of the FINAL BID price following the schedule below.
- Butter Braids, cookie dough, and Yankee Candle Sales
*** The amount deposited into the dancer account will depend on how many Butter Braids/cookie dough is sold as our profit is dependent upon sales tiers.***
- Sponsorships (includes banner sales, program advertisement sales, Gala sponsorships, ticket sponsorship, no-fuss sponsorship at current levels, including Plie, Tendu, Releve, etc.)
***Please note that all expenses must be deducted from each sponsorship before credit will be deposited in a dancer's account. ***

Participation in each event is **optional**. All of the profit (100%) from any event that each dancer participates will fulfill the requirement. Once the requirement is met, 75% of any profit will go into the dancer's account and 25% into the CDF general fund. Amounts raised over the requirement will be applied to the dancer's account to be used for required company events such as Guest Artist, UNCSA, workshops, dues, etc. These funds may not be used to pay any third party vendors, such as merchandising or choreography payments. Dancers may participate in a cash buy-out to meet the fundraising requirement.

Dancers must meet at least half their fundraising requirement by January 5, 2018. The full fundraising requirement must be met by the CDF audition date in May 2018 in order to audition for the following company year.

If a dancer leaves the company before the end of the season, any money in their account is forfeited. If a dancer has money remaining in their account at the end of the season, the money will be carried over to the next season. No money will ever be refunded to a dancer. Ideas for additional fundraising opportunities are welcome.

COMMUNICATIONS

All communications from the Board, Artistic Directors, and others will be communicated via email through Constant Contact. This includes the rehearsal schedules, special opportunities, and general information. It is imperative that you add these emails to your safe list and immediately let the current Director of Communications know if you are not receiving the emails. Every attempt will be made to additionally post rehearsal schedules and special news on the bulletin board outside of the dressing rooms. Event information and dates will also be posted on the CDF website when possible. A calendar of events is available online for your convenience at <http://carolinadancefoundation.org/calendar/>.

CONSEQUENCES FOR NON-COMPLIANCE

CDCPC requires a high level of dedication and commitment. We expect our dancers to be responsible and meet all the expectations and contract requirements. Should a dancer fail to comply with contract obligations, the consequences are to be determined by the Artistic Directors. Dancers who have unexcused absences from mandatory workshops will still be responsible for the full tuition. Injured dancers are required to observe mandatory workshops and will be offered a discounted rate.

WITHDRAWAL OF DANCERS FROM CDF

➤ **Artistic Directors reserve the right to dismiss dancers from the CDF when they determine it's in the best interest of the CDF and other dancers.**

Every effort will be made to correct a problematic situation before a dancer is withdrawn. No refunds of company fees will be made. Reasons for dismissal include following:

- Disruptive or dangerous behavior by students or their parents
- Abuse of other dancers, staff, or property
- Inability of CDF to meet the dancer's needs
- Ethical or social media violations
- Excessive unexplained absences with no plan or effort to rectify
- Concerns about the dancer's health or potential for injury
- Excessive non-payment of required membership expenses

Dancers wishing to voluntarily withdraw from CDF during the season must do so in writing. A decision on a pro-rated refund will be made by the Board of Directors on a case by case basis.

IMPORTANT DATES

Please block off the following dates. Dates are subject to change; more dates may be added. For the most up-to-date event dates, please refer to the Event Calendar online at <http://carolinadancefoundation.org/calendar/> and the bulletin board outside of the dancer dressing room.

| Date | Activity |
|------------------------------------|---|
| July 15, 2017 | Signed Contract Due |
| July 28, 2017 | Guest Artist Payment Due |
| August 7-11, 2017 | Guest Artist Series |
| August 13, 2017 | Company Headshots |
| September 9-10, 2017 | First Rehearsal Weekend |
| September 18, 2017 | Due Date for Company Dues (Company 1 & 2) |
| September 15-17, 2017 | Emily Greenwell (commercial contemporary) & Jaime Jackson (hip hop) Master Classes |
| September 30-October 1, 2017 | Grace Buckley Master Classes |
| October 20, 2017 | Due Date for Company Dues (Company 3 & 4) |
| October 28-29 & November 4-5, 2017 | Holiday Show Required Rehearsals |
| November 6-9, 2017 | Absences Not Permitted in Afternoon/Evening Classes |
| November 10-12, 2017 | Holiday Show at Fletcher |
| November 13-19, 2017 | Reserve for Potential Rehearsals with Thom Clower for Full Length Ballet |
| November 24-26, 2017 | Thanksgiving Break – No Rehearsals |
| December TBA | Tap Master Class *required for Carolina Rhythm |
| December 22-24 & December 29-31 | Winter Break – No Rehearsals |
| January 5, 2018 | One Half of Fundraising Amount Due |
| January | Joffrey Audition |
| January | Burklyn Audition |
| January 12-14, 2018 | NYCDA (Baltimore, MD) *Required for CGE |
| February 10, 2018 | Parents Night Out Babysitting Event |
| February 23-25, 2018 (*tentative) | UNCSA Festival |
| March 2-4, 2018 | Radix (Concord, NC) *Required for CGE |
| March 3-4 & March 10-11, 2018 | Spring Jazz/Tap Extravaganza Show Required Rehearsals *unless attending Radix |
| March 12-15, 2018 | Absences Not Permitted in Afternoon/Evening Classes for Carolina Groove & Carolina Rhythm Dancers |
| March 16-18, 2018 (*tentative) | Spring Jazz/Tap Extravaganza |
| March 31-April 1, 2018 | Spring Break – No Rehearsals |
| April 7-8 & April 14-15, 2018 | Full Length Ballet Show Required Rehearsals |
| April 16-19, 2018 | Absences Not Permitted in Afternoon/Evening Classes for Carolina Civic Ballet Dancers |
| April 20-22, 2018 (*tentative) | Full Length Ballet Experience |
| April 27-29, 2018 | Hollywood Vibe (Myrtle Beach, SC) *Required for CGE |
| May 2-6, 2018 | SERBA Festival |
| April 29 or May 6, 2018 | Kamryn's Smile Tea Party |

EXPENSES

In addition to being current with all class accounts related to participation, additional company fees are required to participate:

| Date | Expense | Comment |
|-------------------|------------------------------|---|
| May | 25.00-75.00 | CDF audition fee (each company) |
| Jun-Sep | 200.00 | Per company; CGE is \$185 & guests are \$75.00 |
| August | 400.00 | Guest Artist Series Intensive |
| September- March | 300.00 | Fundraising Requirement per dancer |
| September-October | 25.00-30.00 per class TBA | Jazz/Contemporary/Hip Hop Master Class Weekends (up to 3 weekends) |
| November | 90.00 - 180.00 | Holiday Ticket Sales – either purchase or sell 6 |
| December | 25.00-35.00 per class | Tap Master Class |
| Jan-Mar | 40.00 | Joffrey Audition |
| Jan-Mar | 30.00 | Burklyn Audition |
| Feb | 200.00 (estimate) | UNCSA Festival |
| Mar-April | 72.00 | Spring Extravaganza & Ballet Tickets - either purchase or sell 4 per participating show |
| April | 350.00 | SERBA Registration (does not include hotel fee) |
| By end of season | 0-200 | Donate time or pay 20.00 / hour to opt out of volunteer hours |
| NA | 7.00 | Company earrings if initial pair is lost |
| NA | 0-500 | Choreography fees where applicable |
| NA | TBD | Additional costume, make-up, tights or shoe requirements |

Carolina Groove Elite fees are additional.

WELCOME TO THE CDF. We look forward to a successful, fun and productive year!

Please sign the attached acknowledgement of your desire to participate and willingness to abide by the requirements in this document.