

WELCOME TO



We are so excited that you have chosen to dance with us this season! We pride ourselves on a family oriented experience with top notch dance training!

We also pride ourselves on upfront honesty. This packet will be your guide of all costs, school closure dates and major events! We are available via email and phone for any questions you may have regarding any information in this packet! We hope that you have a wonderful experience with us and if there is anything we can do to make your experience better just let us know!

**Welcome Home!
Miss Ashlei, Director**

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So you registered your dancer for classes... what comes next? Here are some things we encourage you to do:

1. Register Online if you have not already done so. This portal will be where you can see your bill, make payments, sign up for auto pay and purchase Recital Tickets! Follow these steps to create your account:

1. Log onto www.obdance.com

2. Click Online Registration

3. Insert the email you gave the office and your child's information!

2. Purchasing Dancewear! See the Dress Code Page of the packet to ensure you know what your dancer needs for classes. We sell shoes and other dancewear if needed!

3. Follow us on Facebook! We love to share information and class photos!

If you already have an account with us you can skip this part of the process.

Studio Pricing and Expenses:

Registration Fee: \$15.00 per dancer(one time fee)

Tuition: 10 month season Sept-June

June tuition is due at time of registration

1 Class: \$65.00 2 Classes: \$120.00

3 Classes: \$170.00 4 classes: \$230.00

5 Classes: \$275.00 6 classes: \$320.00

Tuition is due the 10th of the month. A \$15 a week late fee will apply if tuition is paid past the 10th. A 5% fee will incur for any balances that are carried over into the following month.

We highly encourage you to sign up through our autopay system so that your card is automatically run and you will never be bothered during the season. This also ensures that no late fees are charged to your account (as long as there are no issues when the card is run)

Discounts:

Paid In Full Discount: Families who pay in full will receive 10% off the entire year which is equal to 1 free month of dance!

Tell A Friend Discount: Once you have been a student for 3 months you can refer a friend and be eligible for this discount! Once your friend signs up and stays for 3 months you get a \$60 account credit!

Sibling Discount: Have more than 1 dancer? Take 10% of monthly tuition off your bill!

Recital Costs:

Recital is not mandatory. You can choose to not to partake in which case you would not need to purchase anything below.

Recital Rehearsal: \$35.00

Recital Tickets: \$33.00 Per Ticket

Tickets are not limited but are sold on a first come first serve basis. Tickets go on sale in April/ May. A packet of how to purchase will be distributed with simple step by step directions to make your life easier!

Costumes Payments:

We try not to overload our families with payments all at once! We divide our costumes into 3 payments. Families are free to pay for costumes in full for the costumes before December 15th. Costumes will not be ordered for dancers with outstanding bills of any sort.

October 15th: \$25.00 (per costume)

November 15th: \$25.00 (per costume)

December 15th: Youth sizes: \$35.00 (per costume)

Adult sizes: \$40.00 (per costume)

Once a recital costume has been agreed to and purchased by the dancer's family, no refund will be offered. All costume purchases are final.

Dress Code:

Combination Classes: Any color leotard with any color tights. Skirts allowed. Pink ballet shoes and black tap shoes.

No t-shirts or extra clothing allowed in class.

Hair must be in a ponytail for all classes.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Ballet: Solid black leotard with pink tights; skirts allowed. Pink leather or canvas ballet shoes.

No t-shirts or extra clothing allowed in class.

Hair must be in a bun for ballet and pointe.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Jazz: Any solid color leotard with pink, black or tan tights. Black dance pants or shorts allowed. Tan jazz shoes.

No t-shirts or extra clothing allowed in class.

Hair must be in a ponytail for all classes.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Tap: Any solid color leotard, black shorts or leggings. Black Tap shoes (for Recital)

No t-shirts or extra clothing allowed in class.

Hair must be in a ponytail for all classes.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Dress Code Continued:

Hip – Hop: Workout clothes, sneakers not worn outside. More form fitting clothing is preferred so the instructor can adjust students' alignment.

Hair must be in a ponytail for all classes.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Pre-Hip Hop is a fun introduction to this popular dance style for dancers ages 4-6.

Acro: Any solid color biketard or leotard with footless tight or leggings. Bare feet.

No t-shirts or extra clothing allowed in class.

Hair must be in a ponytail for all classes.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Musical Theater: Black leotard with tan tights. Black dance pants or shorts allowed. Tan Character Shoes.

No t-shirts or extra clothing allowed in class.

Hair must be in a ponytail for all classes.

Hair and bangs must be kept neat and secured off the face by using a tight headband or clips.

Should you have any questions regarding dress code please let us know!

Studio Calendar for 2022-2023

September 8th – First Day of Classes

October 10th - Studio Closed

November 23rd – 27th - Fall Break, Studio Closed

December 23rd – January 1st - Winter Break, Studio Closed

January 16th – Dr. Martin Luther King Day, Studio Closed

February 20th – President's Day. Studio Closed

April 3rd – 9th – Spring Break, Studio Closed

May 20th - Recital Picture Day, At the Studio

May 26th – 29th – Memorial Day Weekend, Studio Closed

June 5th – Dress Rehearsal

June 11th – Recital

***** Please check the studio Facebook and your emails for updates regarding weather inclement closure!*****

The Legal Stuff

I have read and understand the contents of this Welcome Packet as well as the attached Registration Form I completed and understand that, by signing below, I am agreeing to the terms set forth in both documents. I am further acknowledging that my child's participation and registration in Old Bridge School of Dance is conditioned on and contingent on compliance with the terms of this Welcome Packet and the Registration Form. Any questions or ambiguities I have about the terms of this Welcome Packet and Registration Form have been answered and I consent to the terms therein.

Parent's Name

Dancer's Name

Parent's Signature

Date



REGISTRATION FORM

Student's Name: _____ Date of Birth (MM/DD/YYYY): _____

Mailing Address: _____

Primary Phone: _____ Phone (2): _____

Name of Person responsible for paying fees: _____

Primary Email Address: _____

Primary Billing Phone # _____

Legal Release and Policy Acceptance (please initial)

- ___ I/we understand the Studio Policies ___ I/we understand my billing obligations
- ___ I/we understand the risks related to dance ___ I/we understand my responsibilities for my property
- ___ I/we understand the dress code ___ I/we understand the schedule
- ___ I/we give media use rights permission ___ I/we understand the attendance policy

Signature / Responsible Party _____

Date _____

Classes (Office Use Only)

Class Name	Meeting Date(s) / Time	Fees / Minutes

Registration Fee: _____

Recital Fee: _____

Tuition: _____

Costume Fee: _____

Discounts: _____

Comp Fees: _____

Total Monthly Tuition _____

Gym Fee: _____

Medical

Allergies: _____

Will your child require any special medical attention during a normal class: (yes/no) _____ If yes –

Explain: _____

STUDIO PAYMENT POLICIES:

- **AUTO-PAY IS AVAILABLE AND ENCOURAGED.** Tuition is due on the **FIRST LESSON** of each month. You have a grace period until the 10th. Tuition is due no later than the 10th regardless of holidays, absenteeism, or weather. A credit card must be left on file. If you chose not to select our auto pay option, a \$10.00 fee will per week be charged to tuition received after the 10th of each month. An additional charge of 5% of the account will be applied to all accounts with unpaid balances for more than 30 days. We regret that we must strictly enforce all late fees without exceptions. For your convenience, tuition may be paid by phone during office hours, submitted to the office, or mailed to: Old Bridge School of Dance, 419 Route 34, Matawan NJ 07477 Mailed tuitions must be received in the office no later than the 10th, or late fees will be charged.
 - We do not distribute tuitions bills unless your payment is late. You are responsible for checking with the office manager for your balance.
 - Old Bridge School of Dance will be happy to make payment arrangements when and if necessary. Simply speak with studio management. However, if payment is not made according to the agreement, an additional surcharge will be assessed.
 - **TUITION OR OTHER FEES ARE NON-REFUNDABLE, OR TRANSFERABLE, FOR ANY REASON.**
 - If a check is returned unpaid for any reason, a \$35.00 additional fee will be charged for returned checks. After two returned checks, further payment must be made in cash.
 - A signature on this page indicates the person(s) responsible for paying all tuition and fees. Old Bridge School of Dance, LLC is not responsible for collecting fees from any other party.
 - Tuition will be due until the studio is officially notified by phone or in writing that a student is dropping. Once enrolled, a student may not drop and return in the same school year unless tuition for the entire year is paid. In other words, if a student misses a month, etc. and returns, tuition must be paid for time missed.
 - Make-up classes may be scheduled at a time that is convenient for you and the studio. **There will be no refunds for missed classes.** In the event of excessive absenteeism, the instructor has the right to ask the student to take a lower-level class and/or dismiss that student from the recital dance, even if the costume has been paid for with no refunds.
 - To purchase tickets or participate in the recital, the following must be paid: Costume deposits, costume balances, and entire account paid up to and including June tuition. These policies are designed simply to encourage prompt payment of tuition and other fees. We are more than happy to work with anyone on payment regardless of the problem, but we must know in advance. So, if there is a problem, please speak with us. **NO REFUNDS WILL BE GIVEN FOR COSTUMES UNDER ANY CIRCUMSTANCES. ONCE YOU AGREE TO RECITAL AND THE PURCHASE OF A COSTUME YOU ARE RESPONSIBLE FOR THE PAYMENT IN FULL AND COSTUME PICK UP DURING OFFICE HOURS.**
 - I hereby acknowledge that in consideration of my child or myself being permitted to participate in this activity, I expressly agree to assume the risk of any bodily injury or other damages resulting there from.
 - I agree that in the course of instruction, my child may need hands-on spotting as appropriate only for the use of training purposes. I hereby agree to hold harmless and indemnify Old Bridge School of Dance, LLC, its owners, agents, employees and assigns from any and all claims, demands, actions, legal fees, medical expenses, and costs for bodily injuries or any other damages arising out of my child's participation in dance class, any action or activities associated therewith or any and all claims regarding or relating to Old Bridge School of Dance.
 - Old Bridge School of Dance, LLC. Is not responsible for students when they are outside the classroom, or for lost, stolen, or damaged property.
- I ALLOW** photographs and videos of my child to be used for promotional purposes. Full names will never be used other than on Recital T-shirts. If you do not wish to have your child photographed, you must include a request in writing along with your registration form.

I have read the above, have read and agree to the studio dress code, parent observation rules, and agree to all policies and terms thereof. I understand that this is a binding agreement.

Parents Name (Print): _____ Student: _____

Parent Signature: _____ Date: _____



RECITAL AND COSTUME AGREEMENT

This Agreement is to confirm that you have read and agreed to all of the below requirements for Recital and Costume Distribution:

I hereby certify that by signing below I acknowledge that I have read and understand the following policies and agree to abide by them accordingly:

- I fully understand that in order to purchase tickets for or participate in the recital, the following must be paid: Costume deposits, costume balances, and entire account paid up to and including June tuition. No exceptions will be made.
- I understand that the costume payments are broken up into 3 months for my convenience but must be paid by December 15th or my dancer's costumes will not be ordered. I understand that I reserve the right to pay for the costume in full at any point prior to December 15th.
- I understand that should I choose to partake in Recital that I am responsible for all payments on the costume. I understand that should I choose to not partake in Recital for any reason after costumes have been paid for and or order that NO refunds will be given. Should I decide after purchasing the costume(s) you do not wish to partake in Recital, I am responsible to pick up the costume at Old Bridge School of Dance during scheduled business hours.
- I understand that there is a \$35.00 Dress Rehearsal Fee that will be posted on my account in May and must be paid in order to partake in same.
- I hereby agree to hold harmless and indemnify Old Bridge School of Dance, LLC owners, and its employees of any and all claims, demands, actions and legal fees regarding any and all Recital costs.
- I hereby acknowledge that I have been notified of all these policies both from the studio and from reading this agreement.

Dancer's Name: _____

Parent's Name (Print): _____

Parent's Signature: _____

Date: _____