United Dance Arts Family Recital Packet 2026

Quick Reference Section

Before Recital

May 16th	Recital Packet Order Form Signed & Submitted to Office
May 18th - 23rd	Pictures & Dress Rehearsal (during regular class time)
May 30th	Deadline to order tights/shoes in time for recital

Day of Recital	**Sunday, June 14th at Valparaiso High School Auditorium**
9:00am	Act I Run Through (arrive at 8:45am)
10:00am	Act II Run Through (arrive at 9:45am)
1:30-3:30pm	Student Drop Off Window (refer to guide for your student's specific time)
3:00pm	Doors Open (seating is first-come, first-served)
4:00pm	SHOW TIME

Tickets

Each family receives 2 tickets (included in $65 recital performance fee). An email will be sent out when tickets are ready to be picked up. Additional tickets can be purchased in person at the studio office or through the recital packet order form. Tickets are $20 in advance or $25 at the door. Children 2 years and under may sit on a lap and do not require their own ticket.

Seating is FIRST COME, FIRST SERVE. Doors open at 3:00pm (1 hour prior to show time)

Recital Packet & Order/Signature Page – Attached at the End of this Package

Please review all of the information included in this recital packet. The final page of the packet needs to be turned in for EVERY family (even if you are not placing an order for extra tickets, tights/shoes, pictures, etc.)

Volunteers Needed

Parent volunteers are essential to help manage class backstage during the show. We kindly ask for 1-2 volunteers for each class (Tiny Tots through Intermediate level). If your child tends to have a hard time without you, you may want to consider volunteering.

If you are interested in being a parent volunteer, please note this on the attached Recital Order Form.

Parent volunteers will need to attend a brief informational meeting the day of recital (time will be announced closer to recital day), will not require a ticket and most importantly, will NOT miss their student's performance.

Costumes

Costumes will be sent home with your student prior to picture/dress rehearsal week. Please be sure to store them carefully and do not allow your student to wear their costume prior to the show to prevent any accidents/stains/rips as costume replacements are not guaranteed before recital.

For Combo Classes

If your child is in a combo class, be sure to verify with their instructor what performance style they are doing for the recital.

Tights and Shoes

Please be sure your student has the correct shoes and tights for their performance. Please make sure tights are free from large holes or stains and their shoes fit well. If you need to order your student new shoes or tights, fill out the section on the attached Recital Order Form. Orders must be placed no later than May 30th in order to ensure they arrive on time.

Performance Style	Tights	Shoes
Ballet	Pink Footed	Pink Ballet Shoes
Tap	Tan Footed	Black Tap Shoes
Jazz	Tan Footed	Tan Jazz Shoes
Hip Hop	None	Gym Shoes
Tumbling **Lyrical** **Turns, Leaps & Acro** **Dance Team Prep**	Tan Footless	None

Hair & Makeup (for pictures/dress rehearsal & recital performance)
Applying stage makeup for photos and performances helps accentuate each student's features and prevents them from appearing washed out under bright stage lighting. If you have questions, please reach out to your student's instructor.

	Hair	Makeup
Girls	Low bun with center part - Using gel or hairspray is strongly encouraged to create a smooth, polished look and to keep hair secure throughout the performance - All hair pieces (if applicable to your child's class) go on the dancer's right hand side	Full Coverage Foundation with Blush Neutral Brown Toned Eye Shadow Black Mascara Red Lipstick
Boys	Neatly styled & out of face/eyes	Basic Stage Makeup at Parent Discretion

Dance Pictures/Dress Rehearsal
Pictures/Dress Rehearsal will take place during your student's regularly scheduled class time the week of May 18th-23rd. Please bring your student to class with hair and make-up done and dressed in their costume. If you arrive late, your child may miss their class photo and due to time constraints, we will be unable to retake class photos. If your student is absent, you are welcome to bring them into the studio another time during picture week to have their individual photo taken.

After photos, each class will have a dress rehearsal and will practice their recital number at the studio. We ask that parents are available and remain on site.

Day of Recital Information

Location: Valparaiso High School Auditorium (2727 N. Campbell St) — Door 1

Recital Run Through - Hair, Make-Up, Costumes are NOT required
Students should wear regular class attire/tights/shoes for recital run through

9:00-10:00am Act I (please arrive by 8:45am)
10:00-11:00am Act II (please arrive by 9:45am)

When you arrive, please look for the rows labeled for your student's class and remain seated in that section until after your student runs their recital number. You are welcome to leave after your student(s) have run their routine. If your student is unable to participate in the run through, please let us know as soon as possible.

Important to Note
All students will remain backstage throughout the duration of the recital (unless intermission check out is noted for your student's class)

For the safety of all students, we will not allow students to be picked up early by parents/guardians from backstage during the show unless written notice is submitted to the studio 2 weeks prior to recital (by Monday June 1st).

Student Check In
Refer to the Check-In Schedule for your student's check-in time. Check in times are staggered based on class/level.

Students should be dressed in costume with hair and makeup done at the time they are to check in. If students are in multiple numbers, please make sure they bring the costume they are changing into (including shoes, if needed).

You will check your student in at the check in table with a UDA staff member. Your student and they will be escorted backstage by a staff member/volunteer/older student. Please make sure your student has everything they need when they check in including:

- Dance shoes needed for their performance (please label them with their name/initials)
- Snacks (please keep these minimally messy and peanut free)
- Water bottle (no colored drinks that may stain faces/teeth/costumes)
- Items to keep them occupied backstage (students are welcome to bring tablets/books/coloring supplies)

Please label all of your student's belongings in case anything gets misplaced

Student Check Out
At the end of the show, students in classes with parent volunteers will be dismissed by class to one (1) parent/guardian at their designated Check Out Station. All other students will self-dismiss.

Please be sure your student has all of their belongings (costumes/clothes/shoes/water bottles) before leaving the auditorium.

Check In Schedule

1:30pm	**ALL Advanced Classes**
2:40pm	**ALL Intermediate Classes**
2:45pm	**ALL Plus Classes and 10 & Up Classes**
2:50pm	**ALL Beginner 6-9 Classes**
2:55pm	**ALL KD Classes**
3:00pm	**Tumble Tots Wed 4:30p**
3:15pm	**Tiny Tots Monday and Pre-Dance Monday**
3:30pm	**Baby Bee Bop**
At Intermission	**Tiny Tots Saturday, Pre-Dance Saturday, and Pre-Gymnastics Saturday**

Check Out Stations

At Intermission:	**Tiny Tots Monday, Pre-Dance Monday, and Tumble Tots Wednesday**
Station 1:	**Tiny Tots Saturday and Pre-Dance Saturday**
Station 2:	**Pre-Gymnastics Saturday**
Station 3:	**KD Ballet and KD Hip Hop**
Station 4:	**Beginning 6-9 Ballet/Jazz and Hip Hop**
Station 5:	**Beginning Tumbling Tues/Thurs and Intermediate Tumbling**
Station 6:	**Beginning Tumbling Plus Monday and Beginning Tumbling Monday**
Station 7:	**Beginning Tumbling Wednesday**
Self Dismissed:	**Dance Team Prep, Intermediate Ballet, All Advanced Classes, All 10 & Up Classes Lyrical, Intermediate Hip Hop**

Dressing Room Assignments

Dressing Room 1:
Advanced Ballet
Advanced Jazz
Advanced Tumbling
Dance Team Prep
Turns Leaps & Acro

Dressing Room 2:
Intermediate Ballet
Intermediate Jazz
Intermediate Hip Hop
Lyrical

RECITAL PACKET ORDER FORM	Due Saturday May 16th, 2026

Parent/Guardian Name: _____

Student Name(s): _____

Willing to be a Parent Volunteer for Class ? YES_____ NO_____

Additional Tickets

_____ **@ $20/ticket**
(# of additional tickets needed)

Total Ticket Cost: **$**_____

Shoes/Tights

Check	Shoes	Cost	Size
	Tap	$35	
	Ballet	$35 - child $40 - adult	
	Jazz	$40	

Check	Tights	Cost	Size
	Pink Footed (Ballet)	$20	
	Tan Footed (Jazz/Tap)	$20	
	Tan Footless (Tumbling)	$20	

Total Shoe & Tights Cost: **$**_____

Photo Orders (to arrive via email 2-4 weeks after recital)

Selections	Cost (per student per class)	Qty	Name of Class(es) if your dancer is enrolled in more than one class
Individual Student Picture Only	$25		
Class Photo Only	$25		
Both Individual & Class Photo	$40		

Verify email address to send pictures to:_____

Total Photo Cost: **$**_____

Business Ad

If you or someone you know would like to feature a local business, below are costs of ad spaces for our recital program

Business Name: _____

Address: _____

Phone: _____ Email:_____

Contact Person: _____

Please Check the box Next to Your Selected Ad Size:

	Business Card	$35
	Full Page	$300

	¼ Page	$85
	Inside of Front Cover	$400

	½ Page	$150
	Inside of Back Cover	$400

Total Ad Cost: **$**_____

Dancer Shout-Out ($10)

If you would like to give your student(s) a shout-out in the program, please write your message below

Message:

_____

_____

_____

Total Shout-Out Cost: **$**_____

	Totals
Additional Tickets	
Shoes/Tights	
Photos	
Business Ad	
Shout-Out	
Grand Total	

Payment Options- Check One		
	Autopay	
	Check	#
	Cash	Date Recv'd

By signing below, I acknowledge my review of the contents of this recital packet in its entirety

_____

X Signature Date