



2741 W Columbus Dr  
Tampa, FL 33607  
813-877-4444  
www.westtampadance.com

## Emergency Card/Registration Agreement

Dancer's Full Name \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Grade (Fall) \_\_\_\_\_  
Name of School \_\_\_\_\_ Years of Dance (including this year) \_\_\_\_\_  
Doctor's Name \_\_\_\_\_ Phone \_\_\_\_\_  
Does the dancer have any special medical considerations and/or allergies?  
\_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Work Phone \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

### Emergency Information

First Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
Alternate Number \_\_\_\_\_  
Second Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
Alternate Number \_\_\_\_\_

In case of emergency, I understand every effort will be made to contact me. In the event that I, nor emergency contact persons, nor the doctor listed above can be reached, I give my consent for the emergency room physician to treat the aforementioned dancer.

Signature \_\_\_\_\_ Date \_\_\_\_\_

I, \_\_\_\_\_, the parent or legal guardian of the applicant listed above, hereby give approval of the applicant's participation in any and all of West Tampa Dance Company's rehearsals, classes, performances, programs and activities. I do waive, release, absolve, indemnify, and agree to hold harmless the organizers, sponsors, supervisors, volunteers, agents, officers, owners, teachers, directors, spectators, participants, and persons involved in the operation of West Tampa Dance Company's programs for any claims arising out of injury or any other loss to named applicant or any member of his/her family whether as a participant in the activities or as a spectator. This includes attorney's fees or any deductibles I may incur. I recognize the risk of injury in participating in dance and other activities, which may be conducted at West Tampa Dance Company of Tampa (WTDC). I also give permission for WTDC to take photos/videos of me, the above named dancer, any member of my family or anyone who visits WTDC or their events to use for the website and for purposes of promoting the studio. WTDC is not responsible for participants leaving the premises. If any child or adult exhibits behavior that is dangerous or threatening to himself/herself or to other students or parents, WTDC reserves the right to remove the person from the premises and terminate their membership to WTDC.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



DANCE COMPANY

**Explanation of Fees Form**

Costumes that are not picked up by September of the following season will be donated.

This form is to inform and acknowledge that you are aware of the fees involved throughout the dance season.

1. Costume payments. A **\$25.00 per costume fee** will be included in your monthly invoice for the months of **September, October** and **November**. Costume payments have to be up to date. Costumes will be ordered in January. If you start after January, full costume payment will be required if participating in recital. Costumes are **\$75.00 each**. If costumes are not paid in full we can't guarantee your costume will arrive for pictures or recital. All additional shipping and taxes will be your responsibility.
2. **Holiday Show Shirt \$20.00**. Only applies if you are participating in the holiday show in December.
3. **If you are signing up after March of the current dance year, all costumes are due upon signup. Costumes may not be back in time for pictures and stock is based on availability.**
4. **Recital Fee** - The recital fee will be billed in the April invoice. Recital fees must be paid in order to participate in the recital. This fee goes to USF for insurance, lighting, AV and cleaning crews.
5. Any small accessories for recital or holiday show. This may include earrings, choker, Santa Hats, holiday themed socks etc. These accessories will be up the parent to purchase.

Signature \_\_\_\_\_ Date \_\_\_\_\_



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## Studio Policies

**Registration/Fees:** An emergency card and registration agreement must be signed and on file in order to participate at West Tampa Dance Company.

**Studio Information:** The studio operates regularly Mon-Thurs from 5-9:30 during the regular "school" year; office hours are M-Thurs 5-8 or by appointment. We also open Sat. and some Fri. & Sun. for special events and classes. Please note the studio calendar for holidays when the studio will be closed. Our mailing address is: 2741 W Columbus Dr Tampa, FL 33607; phone number: 813-877-4444; website – [www.westtampadance.com](http://www.westtampadance.com); Owners/ Directors: Manny Matos and Michele Perez

**Class Placement:** Placement is based on age and level of experience. The dance director and instructors will make placement decisions. If the instructor feels the student is improperly placed, they will make a recommendation for change in the best interest of the student. The dance director will address any conflicts.

**Attendance and Timeliness:** Attendance is extremely important in the growth and development of a dancer, as it is a student in school. Regular, weekly attendance is expected. If student is sick and will miss class or there is an emergency and they cannot attend, please contact the studio as far in advance as possible. In some cases you may also contact the instructor directly. A student has an opportunity to schedule a make-up class for an excused absence for four weeks. Make-up classes may not be accumulated. Please see the instructor directly to schedule a make-up. In the event that there is not a similar class to meet the student's needs, a make-up will not be possible. Along with the attendance expectation, students are expected to arrive on time. It is best to arrive 5 minutes prior to class to ensure the student is prepared (attire, shoes, hair, signs in, etc.). If a student arrives later than 10 minutes to class, the student will be asked to sit and observe the remainder of the class. Attendance and timeliness affect the students, his/her peers, the teachers and the integrity of the routine. Please strive to abide by the guidelines for the development of your dancer.

**Student Behavior:** Students are expected to conduct themselves in an appropriate and respectful manner. There is no running, screaming, or horseplay allowed. Students should refrain from touching the mirrors, hanging from the barres, or disrespecting staff or peers. Dancers should come prepared for class, attend and be on time. They are expected to stay in the classroom for the entire class period and participate. Only water is permitted in the dance rooms. Please refrain from having food or drink in unauthorized areas and please clean up after yourself and/or guests. Dancers are not permitted behind the counter or in the dance area until class time. Respectful, mature behavior towards staff and peers is expected.

**Dress Code:** No gum. No jewelry (small earrings permitted). Hair back away from the face at all times; in a bun for ballet. Proper shoes for each discipline must be worn in all classes at all times. Students out of dress code will be asked to sit and observe the class. *Ballet* black leotard, pink tights & ballet slippers/point shoes; *Jazz, Contemporary/Lyrical, and Acrobatics* – form-fitting top/bottom, tights, jazz shoes, twillas, acro shoes. *Hip-Hop & Tap*– pants or capris, top, split sole dance sneakers, tap shoes.

**Cell Phones:** All students with cell phones will be expected to silence the phones and place them in the “cell phone” box in each room at the start of class. Students may have their phones in the case of an emergency during designated breaks and at the end of class.

**Notebooks:** Students will be expected to bring their notebooks to class weekly. This is mandatory for ballet and conditioning/stretch/technique class. Notebooks may be required in other disciplines by teachers. Be sure to bring a pen/pencil.

**Parent responsibilities:** Please be on time to pick up your dancer and do not leave children in the studio unsupervised at any time. Please be sure your dancer is on time and prepared for class. Parents are **not** permitted behind the counter or in the dance room. There will be some restricted viewing times as well as times where parents are asked to come back and view a dance. Please make an effort not to distract your dancer and refrain from pulling your dancer out during class time. Pre-arrange any special situations with the instructor prior. Please stay current with your balance and all studio correspondence. Refrain from having food or drink in unauthorized areas and please clean up after yourself and/or guests. Respectful, mature behavior is expected from the students and parents as well.

**Recital and costumes:** As the year progresses, more detailed information about our recitals and costumes will be provided. Our Holiday Show will be held in Dec. at a local facility with minimal costume requirements. Our formal recital will be held in June at a local facility. Reference the tuition/pricing sheet for costume obligations.

**Studio viewing:** Parents are not allowed in the classrooms; in an effort to avoid distractions, there may be restricted viewing times TBA.

**Teams:** Teams will be selected through an audition process. See the Team’s sheet for more details.

**I am fully aware of the policies, rules, expectations, and procedures of West Tampa Dance Company and agree to follow them at all WTDC events.**

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Parent/Guardian Signature

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Date

