

DanzJam Conventions & Competitions

DanzJam MiniJam Guidelines and To Do List

HOSTING AN EVENT

- You may host an event for you and your students only.
- You may open up your event to cater to surrounding studios and dancers.
- You may co-host a DanzJam event with another studio if you feel you do not have enough dancers to meet the guaranteed minimum.
- You the studio must supply ample dance space for the workshop. If your studio is not big enough you may use a school gym, a community center, church or other facility that would accommodate.
- You must guarantee DanzJam MiniJam a certain number of participants or guarantee a dollar amount. We strongly recommend making this event mandatory for you performing and competition groups.
- We recommend planning your workshop a minimum of 3 months in advance.
- Get parents and student excited about the MiniJam event. Tell them that you are bringing in professional dancers, teachers and choreographers from New York City and from the Push Factor Dance Company. By bring these professionals to your studio you are saving them hundreds of dollars in hotel and travel costs.
- We recommend that you get in touch with your local and state new media organizations such as newspapers, magazines, and TV and radio stations. They may want to run a story, an article or they may want to attend the event and see what it is all about. The more noise you make in your community about this DanzJam MiniJam event to more people you will have walking through your door.

PAYING FOR YOUR EVENT

- Upon signing of your contract with DanzJam MiniJam you will need to send a deposit of 10% of your total event cost.
- 45 days out you will need to send in 25% of the remaining balance.
- 1-week prior to the event you must have your balance paid in full.
- Dancers can pay by the class if needed. Please remember this does not count towards your total number of participants unless stated in your contract.
- It is a good idea to set deadlines for payments from parents, teachers and other participants. This guarantees that you will get your money on time and be able to pay DanzJam MiniJam on time as well.

DISCOUNTS

- You the studio owner will get a commission agreed upon in your signed contract
- Teachers will be able to attend free with enough paid students.

GUIDELINES

- You the studio collect all registration fees.
- Absolutely no teacher can attend as an observer.
- DanzJam will provide wristbands for the entire weekend.
- Video taking is strictly prohibited during the event. Still photographs are ok if this is agreed upon with the studio.
- Parents may observe the class if this is OK with the studio that is hosting the event. We recommend a \$5.00 observer fee.

- Registration 1-hour prior to start of schedule event.
- Please make all check payable to DANZJAM.
- Confirmation of dates will be mailed, faxed or emailed once signed contract is received.
- Confirmation of schedule will be mailed, faxed or emailed 30 days prior to event.
- Registrations will be taken after cut-off date for an increased rate.
- Students are not required to attend all events. Please remember that fees are all-inclusive if you attend all events or not. NO REFUNDS.
- Wristbands, badges, and ID tags must be visible during the entire event.
- Paying teachers and assistant teachers are allowed to take notes in any class.
- Senior students are only allowed in the senior room.
- Junior students are only allowed in the junior room.
- Observers allowed with paid students only.
- Anyone not abiding by studio rules and regulations, causing disturbances, or not conducting themselves in a professional manner will be asked to leave the studio property.
- Please speak directly with a DanzJam MiniJam staff person or a studio designated representative about problems, questions and concerns.
- Entry fees are non-refundable. (See Contract)
- DanzJam MiniJam has the right to use photographs, video footage and written materials for promotional purposes associated with DanzJam and the MiniJam. This statement is true for all performers, teachers, assistant teachers, seniors, juniors and observers.

COMPETITION & ADJUDICATION GUIDELINES

- Videotaping, flash photography and digital photography of any kind is strictly prohibited throughout the entire competition.
- Competition fees are not included in MiniJam fees.
- Adjudication fees are not included in MiniJam fees.
- There will be no awards if you choose the adjudication package. There are only awards if you choose the competition package.
- 50% of contestants in each age division must be of the same age. If they are not, they will compete in a higher category. (Competition package only)
- All routines must be age appropriate. (Competition package only)
- Teachers may compete in the Adult/Teacher category. (Competition package only)
- Assistant Teachers may compete in any category. (Competition package only)
- Birth certificates are required for proof of age. (Competition package only)
- Contestants may not compete against themselves in the same age division and category. (Competition package only)
- Only general, easy to move props will be allowed. (Competition package only)
- Coaching is not allowed from backstage or from the audience.