



**2025 PARTICIPANT INFORMATION PACKET**  
**SQUARE ONE: EVALUATION & INTENSIVE EXPERIENCE**  
CLINTON TOWNSHIP, MICHIGAN

We are looking forward to seeing everyone on Saturday and Sunday, January 4<sup>th</sup> and 5<sup>th</sup> at the John R. Armstrong Performing Arts Center in Clinton Township, Michigan. If you have attended events with us in the past, we are thrilled to have you with us again. If you are joining us for the first time, we welcome you, and look forward to meeting you! If you are in need of directions, visit the EVENT page of our website, <https://www.danceforceexpress.com/squareone>. As a reminder; this a *stress-free*, evaluation only, kickoff to the new year. We are here for you and want you to have the best experience!

**SATURDAY – January 4<sup>th</sup>, 2025**

Upon arrival, dancers and studio staff members should head to the backstage area. The evaluation order was previously sent by email, and the full evaluation order is available for download on our website. The schedule lists the times that your dancers are estimated to perform. Dancers should arrive in their first performance costume and should be ready to perform at least 20 minutes prior to their estimated performance time. Please check in with our backstage staff 3-5 numbers before your performance.

**Doors will open at 10:15 am on Saturday – please do not plan on arriving earlier, as the building will not be accessible prior 10:15 am. Parking is available on both the North and South sides of the facility, with main entry doors on each side as well.**

There are no admission fees for spectators and **all** are welcome! There may be seats blocked off for the video and photo crews, as well as the Dance Force Xpress judging team. Please do not move any signs or sit in any restricted areas. If you must leave or re-enter, please only do so between routines. Please keep in mind that dancers may be taking the stage for the first time, and we ask that you reward every performance for a job well done! As a guest, all rules must be followed.

In the main lobby you will find photo kiosks featuring action photos from *All Star Productions*. Digital downloads of performance photos and video are **included** in your registration fees, with passwords being emailed out to participating studio directors 3-5 days following the event. We are absolutely thrilled to partner with All Star Productions to offer this fantastic value. All Star Productions will be creating custom collages and printing onsite at a discounted rate – be sure to stop by and see what they have to offer. Souvenir merchandise from *Dance Force Xpress* will be available all-day Saturday, as well as Sunday until 2:00 pm at this event. Dance Force Xpress accepts cash, credit, or Venmo.

Please note that food and beverage are **not allowed** in the auditorium. We ask for your full cooperation and understanding of this policy as a guest. Although there are no concessions at the Performing Arts Center, there are several restaurants and fast food establishments located just a few minutes from the venue.

**Photography and video recording during performances is strictly prohibited.** There are no exceptions. Photos may be taken during the awards presentations. The event will **not** be live-streamed. These policies are for the safety and privacy of each dancer. Issues will be brought to the attention of the Studio Director, with the possibility of disqualification.

**We are stressing the importance that each member of our audience - whether they are a parent, dancer, studio staff member, family member or friend – understand that this policy is non-negotiable, and those recording will be asked to leave the premises. Our events are open to the public, and while we would hope that everyone in attendance has the best intentions, we need to have the safety and privacy of your children as our top priority. We are thanking you in advance for your cooperation.**

Dressing rooms are provided and assigned for each studio. Dressing rooms have been assigned depending on the number of registered dancers per studio, per session. Dancers should ONLY be in the dressing rooms during the sessions that they are performing in. Please be courteous when setting up your space, and use the space effectively. Dancers are welcome in the main lobby, auditorium, or general areas if they are not actively changing. The dressing rooms are not practice or rehearsal areas. There are restrooms backstage for dancers as well as in the main lobby area.

To avoid congestion in the dressing rooms, only performers, studio staff members, and parents that are essential to the dancers' needs (ages 12 and below) are allowed in the 'backstage area', which includes the main hallway outside of the dressing rooms, dressing rooms, and backstage. These areas are indicated in pink on the facility diagram (online). Siblings are not allowed backstage at any time.

Dancers may bring a snack and/or beverage into their dressing room. Participating studio staff members are asked to monitor your student's dressing room during the event and prior to leaving to ensure the area is clean. The set up of studio snack/food tables is not allowed at this venue. We thank you in advance for your cooperation.

There will be an awards presentation at the conclusion of each session. During awards, all dancers are welcome to join us on stage! As a reminder, performances at this event are for evaluation only. Each routine will receive three judges videos with verbal feedback. Scores will not be provided. During the awards presentation, all dancers will be recognized with a commemorative gift, and special recognition awards will be announced. Dance Force Xpress will also be selecting routines to perform in the SHOWCASE on Sunday at 12:30 pm. These selections will be announced during each awards presentation. A SHOWCASE schedule will be posted on our website on Saturday evening (late), with additional details being sent to studio directors. All selected performers must be in full costume in the backstage **Rehearsal Room 1** at **12:10 pm on Sunday**. If a routine is selected and does not intend on performing on Sunday, please let the DFX staff know immediately.

Dancers should gather their belongings in the dressing rooms after their awards presentation, and plan on meeting family in the main lobby. Please do not send family and friends back to the dressing room areas, as dancers will be arriving for the next session. Banners will be available in the main lobby for photo opportunities, as well as our photobooth. Please share your memories with us on social media!

## **SUNDAY – January 5<sup>th</sup>, 2025**

We are thrilled to have **Dance Device Lab** taking over on Sunday! The class schedule is available on our website, as well as instructor bios. Please check the event page prior to the event for additional details. There are 3 levels of classes being offered in the morning for ages 12 and Under, and 2 levels in the afternoon for ages 13 and Over. The DFX and DDL staff members will assist with putting dancers in the level that they feel is most appropriate to allow the dancers to thrive. Dancers that are on the border of the 12/13 age break may attend whichever level they feel most confident with.

Dancers should check in 15 minutes prior to the start of their session. Please have dancers clearly tell the Dance Force staff members their name, and they will be given a number sticker to wear. The sticker can go wherever is most comfortable. Dancers should immediately go into the auditorium and find a spot for their belongings in the lower level seating, along the side walls, or backstage. Parents that plan on staying for the duration of the Intensive may do so in the lobby or in the main auditorium lower level seating as long as they are distraction-free. Those who choose to stay are reminded that there is no video or photography during classes. Seating is NOT available in the other classrooms, and space is limited to registered dancers and studio staff members only. Spectators are welcome to join us in the auditorium for the final 30 minutes (11:15-11:45 am & 5:30-6:00 pm) to see a review of the last class combinations, as well as any scholarship presentations. Photos and videos are allowed during that time, as well as on stage following the completion of the intensive.

We highly encourage all participants to attend the SHOWCASE. Soloists will be selected for a variety of reasons, and it is a great opportunity to support your fellow artists, as well as see what other dancers will be bringing to the stage this season. The SHOWCASE will be an hour long, high-energy display of talent. We would love to have the auditorium packed with dancers and spectators at this time. There are no admission fees for spectators.

**VIDEO NOTE** – There will be a video area near the judging area where we will allow one representative (family or studio staff member) to record performances from their studio only during the SHOWCASE. Video recording from any other area is prohibited.

**Thank You** in advance for spending your weekend with us.  
Best wishes, and see you soon!

Please LIKE Dance Force Xpress on Facebook and Instagram for additional information, videos, and photos!

**www.DanceForceXpress.com**