

Winter Carnival Ice Show Manual

Dates and Times to Remember

Registration Deadline:	Sunday November 12, 2017	6 pm
Help w/ Costume Measure:	Sunday November 12, 2017	2 - 4 pm
Rehearsal:	Saturday January 6, 2018	9 - 11:30 am (30-45 min. w/in this time)
Rehearsal:	Saturday January 13, 2018	9 - 11:30 am (30-45 min. w/in this time)
Rehearsal:	Saturday January 20, 2018	9 - 11:30 am (30-45 min. w/in this time)
Dress Rehearsal:	Saturday January 27, 2018	9 - 11 am (All skaters be at rink by 8:15 am)
Show Photos:	Thursday February 1, 2018	5 - 7 pm
Show:	Saturday February 3, 2018	6 - 7:30 pm (All skaters be at rink by 5 pm)

*Skaters should get **measured for costumes** by their parent and list this along with tight sizes on your registration form. This is the best way to make sure your costume will fit properly when ordered and that we have tights available in your size for purchase.

***Rehearsal times are general.** During this 2.5 hour period, your skater will rehearse 45 minutes.

*Please note that you should be at the rink 45 min - 1 hour prior to the **start time listed above** of the **Dress Rehearsal** and **Show**.

*Dress Rehearsal time allotment is sometimes more than Show night time allotment. This may be scheduled longer for any corrections or technical modifications needed as well as a quick finale rehearsal at the end.

***Dress Rehearsal** may be **attended by your family and friends** if you would like. The night of the actual Winter Carnival Show can potentially be very crowded (parking difficult, etc), so if you would like to have family and friends attend the dress rehearsal this is fine, as long as they understand we may be making some changes and rehearsing the finale before the Dress Rehearsal begins.

*Dates and times listed above are subject to change.

Advertise in the Winter Carnival Ice Show Program

* Due Sunday 1/14 to dcassini@ihwinterclub.com *

Advertise your company, favorite charity or just send a message to your skater for everyone in the club to see!

Quarter Page - \$25

Half Page - \$40

Full Page - \$75

* Include your Member #

* Create your message

* We will use a selection of "skating clip art" within your personal Ad - or please email in a picture of your skater or your company logo to add if you would like. **Must be in PDF format**

* Non Members may pay by cash or check payable to IHWC

Costumes and Tights

You will have your costumes ready and waiting in your dressing room when you arrive the day of Dress Rehearsal and day of Show.

DO NOT take home costume or tights until the end of the show on Saturday February 3th at 7:30 pm.

We keep all costumes and accessories at the rink to ensure nothing gets lost or forgotten for Photo day, Dress Rehearsal day and actual Show day. They will stay on rolling hanging racks and be brought to the locker rooms for you which you will be assigned to. For photo day, they will be rolled into the lobby near the party room where the photos will be taken.

If you are a Team skater, you will leave your Team dress and tights after final show to be stored and protected for competitions and the rest of the events scheduled during the season.

Please do not take hangers home with your costume at the end of the show on Saturday February 4th. Leave them on the dress rack in your dressing room. They are non-slip hangers used each year and specifically bought so that the costumes will not slip off the hangers onto the rink floors.

There are 3 times your costumes/tights will be put on:

Dress Rehearsal: Saturday January 27, 2018 9 - 11 am

Photo Day: Thursday February 1, 2018 5 - 7 pm

Show Night: Saturday February 3, 2018 6 – 7:30 pm *(take home after this date)*

Dress Rehearsal and Show – What to Bring

- **Skates**
- **Tights:** We will have tights to purchase in your size. The tights that we recommend for the show skaters are Mondor #3310 Light Tan Footed Tights. We may have tights you can buy from the front desk while supplies last. You can purchase the style needed for your skater either at IHWC, Diana's Dancewear (Kenwood) or online. If you are a Team skater, you will already have tights with your Team dress for competition, so no need to buy another pair, unless you need a back up.
- **Extra pair of tights:** You should bring another pair of your own spare tights in the event that the tights you have on rip or tear.
- **Robe or Long Coat:** This is to cover costumes while off the ice to keep them clean and for warmth. Make sure skater's name is in their robe or coat in case they leave them around the rink during the rehearsal and/or show.
- **Makeup:** Put makeup on at home if possible, but have handy in locker room for touch ups.
- **Hairspray**
- **Ponytail Holder and/or Hair Clips:** Whatever you may need for costumes.
- **Water bottle:** Put skater's name on it
- **Snacks:** Choose snacks that aren't as messy to protect costumes (goldfish crackers / pretzels / fruit chews)

Dress Rehearsal and Show - What to know

Hair: Pulled up into high ponytail with all stray hairs sprayed or clipped (please no bobby pins, they fall out of hair easily which is then a safety hazard to the skaters). If short hair, then combed and sprayed. Team skaters have their own hair instructions.

Makeup: We recommend putting on at least mascara, blush and lipstick for Dress Rehearsal and Show. The white ice washes out skin color so plan your skater's make up accordingly.

Dressing Rooms: When you arrive at the rink for Dress Rehearsal, your locker room number will be listed on an easel in the lobby. This locker room will be the same for the show night also. Please report to that locker room to check in with locker room attendant.

Costumes and skates: Both need to be on at start of show and stay on through the end. There is a finale at the end of the Dress Rehearsal and Show where all skaters come out for a round of skating and a bow. If your skater needs help putting skates on, their parent should do this 15 minutes before the show begins.

Skaters should eat a good meal prior to call time (before 8:15 am on dress rehearsal and before 5 pm for show). This way they will not get hungry during the show. Up to 15 minutes prior to start of the show, skaters may go into the lobby to get a snack if needed as long as they are wearing their robe or coat over their costume to keep it clean and covered. They may also bring **pretzels or fruit chews** in their skate bags in the locker rooms for something to hold them over if needed. Other types of snacks can get messy, so please choose wisely. Only drink permitted in locker rooms is **water**. Please label your water bottles with your name.

There will be a 5 minute warm up for groups followed by a 5 minute warm up for soloists before Dress Rehearsal and Show begins. If there is open ice before the show's zamboni, skater's may be able to get on for some warm up time.

The order of the show will be provided on the day of Dress Rehearsal due to possible changes up until that point. Your locker room assignments and show order will be posted in the lobby as well as your assigned locker room.

Skaters need to be at the rink **45 minutes prior** to the start of the Dress Rehearsal (8:15 am) and **1 hour prior** to the Show (5:00 pm). This gives them time to set up their area, touch up hair and make up, make sure all of their costume pieces are where they need to be, warm up if they need to and put skates on.

Show Night (2/3/18) Reminders...

Saturday 2/3/18

5:00 Arrive at the rink (May warm up from 4:45 - 5:45 if there is ice available)
(Dressing room volunteers please arrive at 5 - 5:15)
(Show program "passer outers" please arrive at 5:30)

6:00 Show begins

Parking may be difficult. You may park in the IHWC parking lot or in the business next door called AIM parking lot and walk in from the back of the building. IHWC will have a lit walkway from the rear end of the AIM parking lot. Parking on Fletcher Road may result in being towed. You may park on Route 126 if need. This road is busy though. We encourage carpooling due to the crowds.

Have hair and makeup finished before arrival.

Please report to the same dressing rooms that you were in for Dress Rehearsal when you arrive.

Remember to bring robes and/or coats for warmth!

Videos can be purchased through our videographer we contract for the show. He videos most of the competitions in the Greater Cincinnati area and in surrounding states. We will have forms available for you to fill out before his arrival so that you can hand in to him when he is here that day.

Bringing friends or family to the Ice Show that are not IHWC members:

There is no guest fee to bring family or friends that are not members to watch the Dress Rehearsal or Show.

*Remember that if they come to the Dress Rehearsal that there may be some technical modifications as we rehearse. There will be no programs available at the Dress Rehearsal, only the actual Show night.

Remember that if you are helping in the dressing rooms or handing out programs, you will need to be there at least 30 minutes before the show begins to help with this. We need lots of volunteers to make the show successful, so please don't hesitate to let us know if you can help.

Dress Rehearsal and Show Locker Room Rules

1. Skaters may drink only water in their costumes, small snacks are allowed but must wear something to cover the costume so it remains clean
2. All skaters are responsible for cleaning up their costumes and the area around where they sat after Dress Rehearsal and the Show
3. If a skater has a costume change, the skater must get off the ice, go directly to the locker room, change and then after they are ready for their next number may they watch the show from the area near the entrance door (near locker room 3- by the Zamboni and the jump harness)
4. Listen to your locker room volunteer mom or dad. They are in charge.

Photos for Purchase

Photos of skaters will be taken for purchase on Thursday February 1, from 5 - 7 pm by **Pawsat Pro Photo**. All show skaters should be present during their assigned block of time even if not interested in buying photos.

DVD's for Purchase

Videos can be purchased through the videographer we contract for the show. He videos the skating competitions and ice shows in the Greater Cincinnati area and in surrounding states. We will have forms available for you to fill out so they can be turned into him when he is here.

DVD's will be edited and complete in approximately 7-10 days from show performance

Price: - \$ 30 (standard) \$40 (high definition)

DVDs should be sent within 1 month and picked up at IHWC

Ice Show Volunteers Needed

Each year we have our ice show, we couldn't do it without the volunteers that help make it a success. Please let us know if you can help with some of the following items:

Costumes: Organize costumes or help make alterations if needed.

Photography: Help photographer with groups on Thursday 2/1

Dressing Rooms: Helping skaters in the locker rooms for both the Dress Rehearsal and Show

Programs: Folding and stapling the programs within week prior to the show

Programs: Pass out programs the night of the show

Volunteers

Please email me at dcassini@ihwinterclub.com with any volunteer help you can offer:

Dressing Rooms: Saturday January 27, 8:15 - 10:15 am (Helping skaters in the locker rooms for the Dress Rehearsal)

Programs: Date/Time TBD Folding and stapling the programs within week prior to the show

Photography: Thursday February 1, 5 - 7 pm (email me time frame you can help photographer with groups)

Pass out Programs: Saturday February 3, 5:30 - 5:45 pm (Pass out programs the night of the show)

Dressing Rooms: Saturday February 3, 5:00 - 7:15 pm (Helping skaters in the locker rooms for the Show)

Ice Show Photos

Thursday 2/1

5-7 pm

***check schedule week of show for your photo time assignment**

"Pawsat Pro Photo" will be taking pictures of our show skaters on a specific day and time which is not part of our regular show practice.

There is an Order Form and Photo Schedule. The photographer will also have many of their products at the Photo Shoot for you to see.

There will be Order Forms available the day of the Photo Shoot. Please fill everything out and have it ready to hand to the photographer when the group goes in for the group photo. Payment is due with your order.

*** One important note: If a skater wants to purchase photos in different costumes, then an Order Form for each costume needs to be completed separately. Where the Order Form says "Team Name" this is where you will list the name of the costume, like "Footloose" or "Team Sparkle". Let's say you are in the Team number, another group number and a solo... then you will need to fill out 3 different forms to order from each.**

*** Please have your skater be present for the group photos even if you are not interested in purchasing the photo. This way the group will be complete for others to purchase the photo.**

*** If you are in multiple numbers, remember that you may be there for a bit longer than if you are only in one.**

If you have any questions, there will be someone there at a desk in front of the party room to answer them. We also have volunteer that will be helping gather the groups and lining them up to be ready. The costumes will be located in the lobby. The skaters should come there to pick up there costume, change in the bathroom, then remember to bring costume and tights back to racks to keep at the rink through the last show.

The photographer recommends the time frame for each segment of groups, so please be on time and ready to go when your group is up. This schedule will be sent within a week prior to the photo shoot.

There are no alternative days/times to come for these photos.

