



PBC IMPORTANT JUNE PERFORMANCE COSTUME INFORMATION!

This is how the next few months will break down:

- Please respond correctly to your performance commitment email indicating your performance choice and with your child's measurements then send back to the office by **December 14, 2024**. **THIS IS VERY IMPORTANT!**

If your student will not be performing, please let the office know IMMEDIATELY.

- **WE WILL BE ORDERING THE COSTUMES IN JANUARY BASED ON WHAT YOU SELECTED ON YOUR COMMITMENT EMAIL AND PAYMENT FOR YOUR COSTUME MUST BE RECEIVED NO LATER THAN FEBRUARY 1ST. THIS IS TO ENSURE THAT WE GIVE THE COSTUME COMPANY ENOUGH TIME TO SUPPLY THE COSTUME TO US. NOTE: YOUR COSTUME WILL BE ORDERED BASED ON WHAT YOUR EMAIL SAYS, EVEN IF PAYMENT HAS NOT BEEN MADE.**
- If you have not paid by February 1st, your account will be charged a \$10 COSTUME LATE FEE and another \$15 COSTUME LATE FEE on the first of each subsequent month.
- Costume Cancellation – In the event that you need to cancel your costume, you must do so before the costume has been shipped. **(Some companies will not accept a cancellation of costumes)**. If we cannot cancel the costume, you will be responsible for the full amount of the costume price.
- If you choose to order a costume after our initial order, there will be a \$10 Add on Fee per costume if it is available.
- **If you do not want to perform in all of your enrolled classes:** please specify which classes, you will be performing in AND which you are not when replying to the Performance Commitment email, We encourage all students to perform with their classes, as it is the culmination of their year's training, and they really enjoy it.
- We will distribute costumes individually. **If you have any tuition outstanding for the 2025 school year, we will hold your costume until full payment is received.**

If you have any questions about this process, please do not hesitate to ask. We hope you understand how much we care about each of our students individually and wish to provide an optimal performance experience for all of them. We want each student to be comfortable and enjoy performing in an age-appropriate costume. Thank you for all of your cooperation and participation as we look forward to this very exciting season.

**Sincerely,
Maryann Bayless
Owner/Artistic Director**