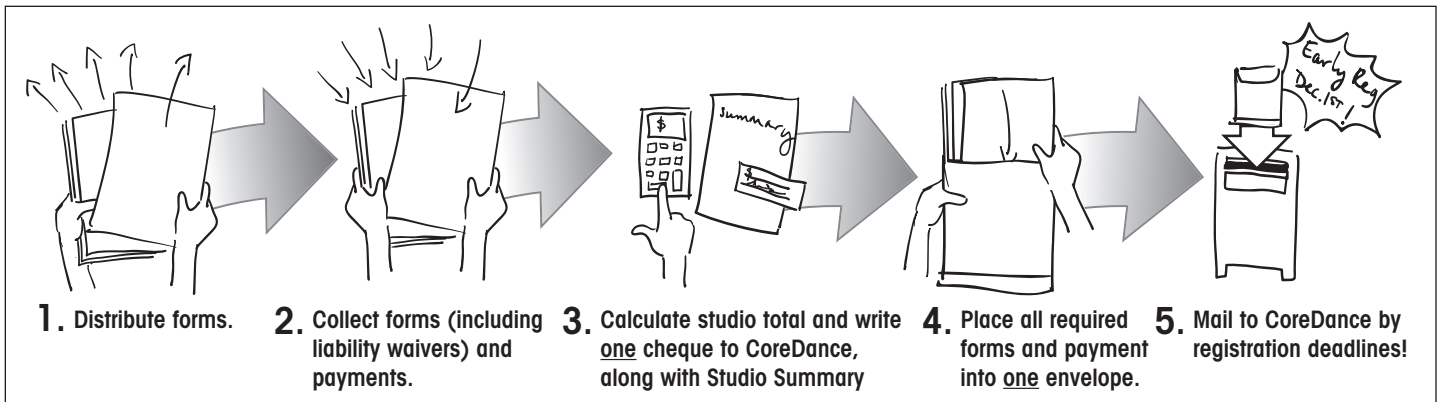


Dear Studio Reps,

Thank you for participating in CoreDance Competition Nanaimo 2012, May 8-11! Please follow the steps in the guide below to ensure all your studio entries are accounted for.



1. Photocopy and distribute the **Solo & Workshop Registration Form** to your students. Category #'s can be found online or in the Information Book provided.
2. Photocopy and fill out the **Group Registration Form** for all Duos, Trios & Groups.
- 3. Photocopy and distribute the Liability Form to ALL participating dancers (one form per dancer).**
4. Collect all Registration Forms, Liability Forms, and payments from all dancers. **You may choose to use the handy worksheet provided to keep track of missing forms or payments!*
5. Prepare separate mailing packages for each of our three cut off dates:
 - **EARLY REGISTRATION DEADLINE** - December 1, 2011
 - **REGULAR REGISTRATION DEADLINE** - January 15, 2012
 - **LATE REGISTRATION DEADLINE** - February 15, 2012

On or before each cut off date, collect all completed forms and associated payments to date. Photocopy your Studio **Summary sheet** and use a copy to tally amount owing to CoreDance. Write **ONE cheque per deadline** for amount owing to **CoreDance Productions**. Enclose cheque, appropriate summary sheet, and all registration and liability forms to date in a single envelope.

Mail packages to:
CoreDance Productions
78030-1755 E. Broadway
Vancouver BC V5N 5W1

*** Packages must be post-marked by the cut off date!**

6. Get all your registrations in early! Studio Representatives with studio entries totalling \$5000+ by Dec. 1 will be fully outfitted in FREE CoreDance 2011 gear!
7. Watch for the first draft of the competition schedule to arrive by March 15, 2012. You have 10 days to respond with any corrections or changes by **EMAIL ONLY** please to info@coredance.ca. Please note that changes may not be guaranteed.
8. The final schedule will be available to participating studios by April 15, 2012. Additional copies may be purchased at Performing Fabrics in Nanaimo or at Drive Dance Centre in Vancouver.
9. Ages and levels for the Workshop are guidelines. Dancers may be placed according to ability by their Studio Representative.

All forms are also available for download on our website.

Check out our FAQ in the information package for answers to additional questions!