

# Bosses Office Dance Company

## Registration Form 2025-2026

### Dancer Information

- ◇ Full Name of Dancer: \_\_\_\_\_
- ◇ Date of Birth (MM/DD/YYYY): \_\_\_\_\_
- ◇ Age: \_\_\_\_\_
- ◇ Current Grade Level: \_\_\_\_\_
- ◇ Home Address: \_\_\_\_\_
- ◇ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Parent/Guardian Information

- ◇ Parent/Guardian Name(s): \_\_\_\_\_
- ◇ Primary Phone Number: \_\_\_\_\_
- ◇ Cell Phone Number: \_\_\_\_\_
- ◇ Email Address: \_\_\_\_\_

### Emergency Contact Information

- ◇ Emergency Contact Name: \_\_\_\_\_
- ◇ Emergency Contact Phone Number: \_\_\_\_\_
- ◇ Relationship to Dancer: \_\_\_\_\_
- ◇ Medical Information
- ◇ Does the dancer have any medical conditions or allergies?  
[ ] Yes [ ] No

If yes, please explain:

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- ◇ Insurance Provider (if applicable): \_\_\_\_\_

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- ◇ **Dance Experience**
  - ◇ **Years of Dance Experience:** \_\_\_\_\_
  - ◇ **Where Have You Studied Dance?** \_\_\_\_\_
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- ◇ **Types of Dance Studied:**  
[ ] Ballet [ ] Hip-Hop [ ] Jazz [ ] Contemporary [ ] Majorette [ ] Tap [ ] Other: \_\_\_\_\_
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### **Tuition and Payment Information**

- ◇ **Program Tuition Fee: \$50.00 - \$75.00 (per month)**
  - ◇ **Payment Due Date: 5th of each month**
  - ◇ **Late Fee After Grace Period: \$15.00 (after the 8th of each month)**
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### **Policy and Agreement**

- ◇ **By signing this form, I hereby agree to the following:**
  - ◇ **Tuition Policy:** I acknowledge and agree to comply with the tuition and payment policies of Bosses Office Dance Company, including deadlines and late fees.
  - ◇ **Handbook Agreement:** I have read and fully understand the Bosses Office Dance Company Handbook, and I agree to adhere to all policies and guidelines. I understand that failure to comply with rules may result in consequences affecting participation.
  - ◇ **Attendance Policy:** I recognize that regular attendance is required. Missing practices may lead to suspension from practices or performances.
  - ◇ **Medical Release:** I consent to first aid being administered to my child if necessary, and I assume responsibility for any medical expenses incurred during participation.
  - ◇ **Information Updates:** I agree to notify the dance company of any changes to the information provided, particularly regarding medical conditions or emergency contacts. I consent to my child's participation in all activities, unless otherwise communicated in writing.
  - ◇ **Withdrawal Policy:** I understand that if I choose to withdraw my dancer, I must notify the administration in writing.
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- ◇ **Signature**
- ◇ **Signature of Parent/Guardian:** \_\_\_\_\_
- ◇ **Date:** \_\_\_\_\_
- ◇ **Signature of Dancer:** \_\_\_\_\_
- ◇ **Date:** \_\_\_\_\_

## Bosses In Training Price List

- ◇ Dolly Boots \$ 89.00 (Dance Store in Madison)
- ◇ 3 pair of Tights \$95.00  
(two shimmer toast, two tan fishnets and two black fishnets)
- ◇ Company Jacket \$100.00  
(black Jacket with name team BO logo and team logo)
- ◇ Rental Fee \$125.00  
(uniforms, wristbands advance BIT members only )

### Practice/ Travel Package

- ◇ 3PCS Practice Gear \$135.00  
(tights Top, and crop jacket all embroidered BO)
- Total: \$519.00 Or Online Payments**

\$272.00  
\$272.00

8/25/25 - 11/25/25  
11/25/25

## New Mini/Baby BIT Price List

- ◇ 3 pair of Tights \$95.00  
(two shimmer toast, two tan fishnets and two black fishnets)
- ◇ Company Jacket \$100.00  
(black Jacket with name team BO logo and team logo)

### Practice/ Travel Package

- ◇ 3PCS Practice Gear \$135.00  
(tights Top, and crop jacket all embroidered BO)
- ◇ Travel bag \$150.00  
(Bookbag with bb sign and name)

**Mini Total: \$330.00 Or Online**  
**Baby Total: \$330.00 Or Online**

MINI \$330.00      BABY\$330.00

8/25/25 -11/25/25

## Bosses Office Dance Company

# Handbook/Contract

2025-2026

Welcome to the Bosses in Training Program!

We are excited to have you join the Bosses Office Dance Company's Bosses in Training Program! As we work together to achieve excellence in our dance journey, we are committed to providing a supportive and empowering environment for every dancer. This packet contains essential information, including pricing details, important due dates, program expectations, and the necessary contracts. It is designed to ensure that you fully understand your commitments and responsibilities as part of our program, helping to create a successful and enjoyable experience for all involved. We look forward to working with you and embarking on this exciting adventure toward greatness!

## Tuition and Late Fee Policy

The monthly tuition for participation in the Bosses Office Dance Comp The monthly **tuition** for participation in the Bosses Office Dance Company's "Bosses in Training" program is **\$50.00**. To maintain active enrollment in the program, this fee must be paid by the **5th of each month**. A **grace period** of three days is allowed, extending the deadline to the **8th of the month** without penalty. However, please note that **consistently paying on the 8th** is not acceptable, and should not become a habit. We strongly encourage **prompt payments** to ensure smooth program participation. If the tuition is not received by the end of the grace period, a **late fee of \$15.00** will be applied, bringing the total due to **\$65.00**. Dancers will be **suspended** from participating in practice sessions until the outstanding balance is paid in full.

In the event that there are **unpaid fees carried over** to the following month, an additional **late fee of \$15.00** will be added, along with the standard monthly fee of **\$50.00** for that month. Please note that **tuition is due each month**, regardless of attendance. The only exception to this policy is if a dancer has **formally withdrawn** from the program and intends to **re-enroll** during the designated intake period. **NO EXCEPTIONS** will be made to this policy. We appreciate your **understanding and cooperation** in adhering to the tuition and payment schedule.

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In the event that there are **unpaid fees carried over to the following month**, an additional late fee of \$15.00 will be added, along with the standard monthly fee of **\$50.00** for that month. Please note, **tuition is due each month**, regardless of attendance. The only exception to this policy is if a dancer has formally withdrawn from the program and intends to re-enroll during the designated intake period. **NO EXCEPTIONS** will be made to this policy. We appreciate your understanding and cooperation in adhering to the tuition and payment schedule.

## Spring Recital Fee Policy

The Spring Recital Fee for all dancers participating in the recital is **\$65.00**. This fee covers essential costs related to the recital, including venue fees, production costs, and other administrative expenses. To ensure a smooth and successful recital experience, the **\$65.00 fee must be paid in full by January 31st**.

Please note that failure to meet the payment deadline may affect the dancer's participation in the recital. We appreciate your timely payment and look forward to celebrating your dancer's hard work and dedication at the Spring Recital!

### **Payment Options**

Bougie Bosses Dance Company provides the following convenient payment options:

- **Online Website (AutoPay or Payment):** Payments can be securely processed through our website. You have the option to set up automatic payments (AutoPay) or make payments without enrolling in AutoPay.
- **Tap Pay (In-Person):** We also accept payments via Tap Pay for in-person transactions.

Please note that **CashApp is not an accepted payment method.**

We kindly encourage timely payments through one of the available options to ensure the smooth operation and continued success of our programs.

### **Uniform Ordering Policy**

To ensure timely processing and delivery of uniforms, it is essential that all uniform orders are paid for promptly. Payment deadlines for uniforms are final, and unfortunately, we are unable to accommodate any extensions or changes to these deadlines. Therefore, it is important to adhere to the specified dates for payment and ordering.

For your convenience, monthly uniform payments can be broken down into two to four payments if better suits your financial needs. However, please note that all payments must be made by the 25th of each month.

If you need to place a late order, we encourage you to contact the designated point of contact for assistance. Please note that any orders placed after the deadline will incur additional shipping costs and fees, which will be your responsibility.

Uniforms will not be ordered unless they have been purchased in advance. As a result, your dancer will not be permitted to participate in performances until her uniform has been ordered and delivered. Additionally, each season requires the purchase of a new pair of tights and fishnets to maintain consistency with performance standards.

We kindly request that late orders not become a frequent practice, as they can disrupt the overall process and cause delays. Lastly, please be reminded that Bougie Bosses Dance Company apparel is not permitted to be worn at school to maintain a clear distinction between dance attire and academic clothing.

### **Costume Closet Program Policy**

#### **Purpose**

The Costume Closet Program at Bosses Office Dance Company provides an affordable and sustainable way for dancers to purchase gently used and refurbished uniforms. This initiative ensures that high-quality dance attire remains accessible while promoting eco-friendly practices within our dance community.

### **Eligibility**

- All current students, parents, and company members are eligible to participate.
- Only uniforms that meet the company's dress code and quality standards will be accepted for resale.

### **Uniform Submission Guidelines**

- Uniforms must be clean, in good condition (no excessive wear, holes, stains, or missing components), and free of odors.
- Items must be submitted with a completed Costume Closet Submission Form, including the seller's name, contact information, and item details.
- Bosses Office Dance Company reserves the right to decline items that do not meet quality standards.

### **Pricing & Sales Process**

- The company will set resale prices based on condition, brand, and original cost.
- A percentage-based commission (e.g., 30%) will be retained by the company to cover administrative and processing costs. The remaining amount will be credited to the seller's account or issued as payment.
- Sales are final. No returns or exchanges will be allowed.

### **Payment & Credits**

- Sellers will receive payment or studio credit within 30 days of an item's sale.
- If an item does not sell within a designated timeframe (e.g., 90 days), the seller may choose to pick it up or donate it to the company's scholarship program.

### **Liability & Disclaimer**

- Bosses Office Dance Company is not responsible for lost, stolen, or damaged items once accepted into the program.
- Participation in this program is voluntary, and the company reserves the right to modify or discontinue the program at any time.

### **Account Review and Dancer Termination/Withdrawal Policy**

Upon receiving notification that a dancer has either voluntarily quit or has been terminated from the Bosses Office Dance Company, a comprehensive financial review of the dancer's account will be conducted. It is important to understand that if the dancer's account does not reflect a zero balance at the time of the review, no refunds will be issued. Any funds previously paid on behalf of the dancer will be forfeited and redirected to settle any outstanding charges or fees on the account.

Additionally, any items, including uniforms or merchandise, that the dancer has not yet received will also be forfeited. If the dancer later decides to return to Bosses Office Dance Company, it is a requirement that their account reflect a zero balance in order for reactivation to be considered.

Before reactivation is granted, a review by the Bosses Office Dance Company team will be conducted to ensure that the dancer aligns with our standards and expectations. Bosses Office Dance Company reserves the right to decline a dancer's request for reactivation at our discretion. This policy ensures that all accounts are maintained in good standing and upholds the integrity of our program. We strongly encourage dancers and their families to stay informed of account statuses to avoid any complications regarding termination, withdrawal, or reactivation.

## Age Divisions

Mini Baby Bosses in Training age division range from 5-7

Baby Bosses in Training age division range from 8-11

Bosses in Training age division range from 12-18.

## Practice Schedule

Bosses in Training practices are scheduled every Wednesday from 6:00 PM to 7:30 PM throughout the season. Punctuality is of the utmost importance. Dancers arriving after 6:10 PM will be marked tardy, and tardiness will result in additional workouts to make up for missed time, reinforcing the value of discipline and commitment.

We strongly encourage all members to prioritize timely arrival to ensure a focused and productive practice environment for the entire team. Consistent punctuality contributes to the overall success and growth of each dancer and the program.

## Practice Structure

Each practice session is designed to ensure comprehensive skill development and team cohesion. The structure of practice will include the following components:

- **Conditioning:** The first 45 minutes to 1 hour of practice will focus on building strength, stamina, and flexibility through various conditioning exercises.
- **Stretching:** Dancers will engage in a thorough stretching routine to enhance flexibility, prevent injuries, and improve overall performance.
- **Review:** We will review material from previous practices to ensure retention and mastery of choreography.
- **Teaching:** New choreography, technique, and other essential dance skills will be taught and practiced.

## Expectations of Dancers and Parents

### Respectful Behavior

At Bougie Bosses Dance Company, mutual respect is the cornerstone of our community. This applies not only to our coaches but also to fellow team members and oneself. We are committed to creating an environment that is nurturing and conducive to both learning and personal growth. In line with this commitment, we have a strict **zero-tolerance policy** for bullying, whether verbal, physical, or emotional. Each dancer is unique, with individual strengths and challenges, and we embrace these differences as vital components of our sisterhood.

Our primary goal is to foster a supportive atmosphere where every dancer feels valued and empowered. In this safe environment, dancers can express themselves confidently, take risks in their dancing, and count on their teammates for encouragement. A positive and encouraging atmosphere not only strengthens individual bonds but also enhances our collective team experience. This is what makes Bosses Office Dance Company truly special.

We also encourage open communication among dancers, coaches, and parents. If any dancer feels uncomfortable or experiences conflict, it is important that they address these concerns with a coach or a trusted teammate. By actively supporting one another, we reinforce the sisterhood that is at the heart of our company. Together, we can build a community that celebrates not only exceptional dancers but also confident, supportive individuals.

## Responsibility

Punctuality and responsibility are fundamental to the success of Bougie Bosses Dance Company. Dancers are expected to arrive **on time** for each practice session and attend all scheduled practices. Timely attendance reflects respect for the coaches, fellow dancers, and the team. Consistent lateness or absence disrupts the flow of practice and negatively impacts the team's progress. If a dancer anticipates being late or missing practice due to illness, family commitments, or other obligations, they must notify the coaching staff **at least four hours in advance**. This allows the coaches to manage the session effectively.

It is important to note that any missed material—such as choreography, technique, or instructions—will **not be retrained** in future practices. Dancers are responsible for catching up on any missed work by reaching out to fellow dancers or checking group communication channels.

Dancers must also **maintain their uniforms in good condition** as they represent Bougie Bosses Dance Company. Uniforms should not be worn outside of practice, including at school, to preserve their quality and significance.

For dancers needing to leave practice early, they are required to notify the coach **at least 48 hours in advance**. This advance notice ensures the practice session can be properly adjusted. **On-the-spot requests** to leave early will **not be permitted** unless prior notice has been given. Parents are kindly asked **not to contact the coach during practice hours** to request early departures unless the dancer has already communicated with the coach in advance.

Failure to adhere to this policy will result in consequences. **Continued lateness or failure to follow the communication procedures** will lead to **extra workouts** or additional practice time. We expect both dancers and parents to respect the time, effort, and commitment required to create a focused and professional environment.

## Health & Medical Policy

At **Bosses Office Dance Company**, the health and safety of our dancers are a top priority. To ensure a safe environment for all members, the following health policies must be followed:

- **Medical Disclosure**
  - All dancers must disclose any pre-existing health conditions (e.g., asthma, allergies, diabetes, etc.) to the dance company.
  - Parents/guardians must complete a **Health & Medical Information Form** before participation.
- **Medication Guidelines**
  - If a dancer requires medication during practice or performances, they must bring it with them.
  - Parents may choose to provide **extra medication** to be stored at the studio for emergencies.
  - All medication must be labeled with the dancer's **full name** and proper usage instructions.

- **Inhalers & Emergency Medications**

- Dancers who use inhalers must **bring their personal inhaler** to each practice.
- Parents may also provide an additional inhaler for the dance company to **keep at the studio** or for travel purposes.
- All emergency medications (EpiPens, inhalers, etc.) must be clearly labeled with the dancer's **full name**.

- **Emergency Protocol**

- If a medical emergency occurs, staff will follow the action plan provided by the parent/guardian.
- In case of a severe emergency, **911 will be called immediately**, and parents will be notified.

## Academic Policy

Bougie Bosses Dance Company believes that academic success and artistic excellence are essential for the holistic development of our dancers. We recognize that academic responsibilities are just as important as dance commitments, and we encourage all dancers to manage their time effectively to excel in both areas. This policy outlines the academic expectations for our dancers, the support available, and the consequences for failure to meet these standards.

### Policy Guidelines:

#### *Academic Standards and Expectations:*

- Dancers must maintain a **minimum GPA of 2.5** (or equivalent) to ensure academic success while pursuing their dance training.
- Dancers are required to provide a **copy of their report cards or academic progress reports** to the director upon request.
- If a dancer's GPA falls below 2.5, they will be placed on **academic probation** until their grades improve.

#### *Academic Probation:*

If a dancer's GPA drops below the minimum requirement of 2.5, the following steps will be taken:

- The dancer will be placed on **academic probation** until grade improve.
- During this probation, the dancer must demonstrate **academic improvement**.
- If there is no significant progress, the dancer may face **suspension from performances** until grades improve.
- The dancer will be **allowed to practice** but will **not be permitted to perform** until their grades meet the required standard.
- Probation status will be reviewed at the end of the semester, and the dancer's progress will be reassessed.

#### *Communication and Support:*

- **Open Communication:** Dancers are encouraged to inform the director if they encounter academic challenges that may interfere with their participation in dance activities.
- **Support Resources:** Bougie Bosses Dance Company offers resources to help dancers balance their academic and dance commitments, including:
  - **Study sessions**
  - **Homework**

- Dancers are strongly encouraged to take advantage of these resources and proactively address academic concerns.

### ***Time Management and Responsibility:***

- Dancers are expected to manage their time effectively, prioritizing both academic work and dance practice.
- Dancers experiencing a **heavy academic workload** (e.g., finals, major projects) should notify the director in advance if they need time away from rehearsals or performances.

### ***Consequences for Non-Compliance:***

Failure to meet the academic expectations outlined in this policy will result in the following:

- **First Offense:** A **formal warning** will be issued, and the dancer will meet with the director and their parents to create an action plan for academic improvement.
- **Second Offense:** The dancer may be **suspended from participation** in performances, rehearsals, or competitions until academic performance improves. They will be **allowed to practice** but will **not be permitted to perform**.
- **Third Offense:** If there is no improvement after the second offense, the dancer may be **removed from the company** until they are able to meet the required academic standards.

### ***Dress Code***

All dancers are required to strictly adhere to the Bosses Office Dance Company dress code to ensure uniformity, comfort, and functionality during training sessions. The dress code plays a vital role in maintaining a professional and disciplined environment while also promoting a sense of team unity.

- **Practice Gear:** Dancers are expected to wear appropriate practice attire for every session. If dancers choose to wear shorts, it is mandatory to wear old shimmer toast underneath for added modesty and support. Dancers who do not have the designated practice gear may wear **solid** black top and bottoms as an alternative. Short shorts are not permitted; however, biker shorts or tights are acceptable, as they offer the necessary flexibility and coverage for dance practice.
- **Footwear:** Proper footwear is essential to ensure the safety and performance of every dancer. **Slides, Crocs, and house shoes are prohibited during practice.** Dancers must wear tennis shoes or athletic shoes at all times to provide the necessary support for dance movements and prevent injury.
- **Bonnets:** Bonnets are not allowed during practice sessions, as they can be distracting to both the dancers and coaching staff. The focus during practice should remain on technique, movement, and collaboration.

**Enforcement:** Strict adherence to the dress code is mandatory. Any dancer who is found to be out of dress code will be sent home immediately, with no exceptions. This policy ensures discipline, consistency, and professionalism within the team environment, allowing dancers to perform at their highest level. We appreciate your cooperation in following these guidelines to maintain the integrity of our program and the success of our team.

### ***Attendance Policy***

Attendance and punctuality are integral to the success of Bosses Office Dance Company. If a dancer is unable to attend a scheduled practice, it is imperative that they notify a staff member in advance. Any absence that is not pre-communicated will be classified as an unexcused absence. Unexcused absences are taken seriously and may result in disciplinary action upon the dancer's return to the team.

To ensure proper attendance tracking and allow the coaching staff to adjust practice plans accordingly, dancers must notify a staff member at least four hours in advance if they will be absent. It is critical that this communication takes place in a timely manner to avoid unnecessary disruptions and to maintain the discipline and structure of the team. A dancer who accumulates five unexcused absences during the season will be suspended from practice, which will impact her ability to participate in team activities and performances.

### **Excused Absences**

The following situations are considered excused absences:

- Legitimate school events (e.g., academic commitments, school performances)
- Illness (with appropriate documentation when necessary)
- Important family commitments (e.g., family emergencies, funerals)

Documentation or other supporting information may be required to verify an excused absence. Failure to notify a coach in advance of late arrivals will also be treated as an unexcused absence and may result in disciplinary action. This policy reinforces the importance of accountability, punctuality, and communication within the team, ensuring that all dancers uphold the professionalism and respect expected of them. We appreciate your cooperation in maintaining the integrity of our team's structure and success.

### **Social Media Conduct**

As a member of Bosses Office Dance Company, it is essential that each dancer maintains a mindful and responsible presence on social media. Representing our company carries the responsibility of upholding the values and reputation we have worked hard to establish. Every dancer is an ambassador for Bosses Office Dance Company, and we expect all members to present themselves in a positive and respectful manner, both on and offline. Inappropriate content shared on social media, including but not limited to the use of profanity, twerking, engaging in or encouraging fighting, or any behavior that undermines the values of our organization, will not be tolerated. Any dancer found sharing such content will face serious consequences, including conditioning exercises and the potential suspension from the dance company. These measures are put in place to ensure that we maintain a respectful and supportive environment for all members.

By adhering to these guidelines, we ensure that our community remains positive, professional, and focused on excellence. Your cooperation and commitment to maintaining the integrity of Bosses Office Dance Company, both online and in practice, is greatly appreciated. Thank you for your understanding as we work together to uphold our values and foster an empowering environment for all.

### **BIT/Crab Program Overview**

The BIT (Bosses in Training) Program is a structured developmental pathway designed to cultivate dancers' skills over a period of five or seven months leading up to tryouts. Dancers enter the program at one of two levels, depending on their experience, with intake periods occurring twice annually: in November for beginners seeking foundational training, and in August for more advanced dancers who may need less time to refine their techniques.

The program focuses on the core fundamentals of majorette dance and is separate from the Bougie Bosses program, which operates independently. Upon completion, dancers who are ready for tryouts will receive a certificate of completion from the coach, signifying their preparedness to advance. If a dancer is not yet ready, they will continue to train until they are fully prepared for tryouts.

For advanced dancers, there are opportunities to participate as banner girls in parades. This role introduces the responsibilities and atmosphere of being a Bougie Boss, offering valuable exposure to the program's expectations.

While the BIT Program aims to prepare dancers for a future as Bougie Bosses, it remains focused on each dancer's individual growth and readiness. Dancers who opt to try out will be classified as *Super Crabs*, extending their probationary period by five additional months. This status ensures a deeper immersion into the Bougie Bosses experience and allows for thorough preparation for the challenges ahead.

As part of the program's progression, the Bosses Office Dance Company will host a recital during tryout season. This event will showcase the skills that dancers have developed throughout their training. Dancers who meet the advancement criteria to join Bougie Bosses will receive their certificates of completion at the recital, celebrating their readiness for the next step in their dance journey.

By adhering to the outlined guidelines, dancers can fully immerse themselves in the BIT Program, ensuring a positive and enriching experience while preparing for success in their dance careers.

### **Parents: Your Actions Impact Your Dancer**

Parents are not permitted to observe practices, and it is essential that you refrain from interrupting or attending practice sessions. If a parent is caught observing, the dancer will be sent home immediately. Posting negative comments about Bosses Office Dance Company or its staff will also result in suspension for the dancer.

All practices are closed to parents, and attendance at mandatory meetings is crucial for maintaining your dancer's standing with the team. Any absence from such meetings will affect the dancer's status and ability to participate.

Parents are responsible for ensuring that their dancer arrives on time for practices. If a dancer is expected to be late, please communicate this with the coach in advance. Any late arrival will result in the dancer needing to stay for the full duration of practice. Please avoid texting coaches to ask about the end time of practice, as the dancers will only be dismissed when the coach deems it appropriate.

### **Contacting Staff**

Parents are not permitted to contact any staff member by phone. All inquiries should be directed via email or WhatsApp, and communication should be kept concise and respectful.

By adhering to these guidelines, we foster a disciplined, respectful, and professional environment that allows our dancers to thrive both on and off the floor.

### **Consequences for Not Meeting Expectations**

Failure to meet expectations may result in:

- Additional **conditioning**.
- **Benching** from a performance.
- **Suspension** from the team.
- **Removal** from the team after repeated offenses.

## **Fundraisers**

Bosses Office Dance Company organizes fundraising events before each season to support the financial needs of our program. These funds are critical in covering essential expenses such as uniforms, competition fees, parade participation, and other necessary program costs. Independent fundraising activities outside of the designated events are strictly prohibited. While we encourage initiative, any fundraising efforts must not use the Bosses Office Dance Company name without prior approval.

Participation in the official fundraising events is mandatory for all members. Dancers who opt out of these fundraisers will be responsible for covering the costs of their uniforms and any other necessary fees independently. If you have any questions or require further clarification regarding fundraising, please do not hesitate to contact us.

## **Hair & Makeup Policy**

At Bosses Office Dance Company, we prioritize consistency and professionalism in appearance, particularly when it comes to hair and makeup. All dancers are required to have two approved wig styles: a 4x4 or 5x5 closure Body Wave Wig (no shorter than 20 inches) and a Deep Wave Bob Wig. These wigs must be made of human hair only; synthetic wigs are not allowed. Both wig styles are available for purchase on Amazon. Any variations to this requirement will be communicated through the parent group chat, so please stay updated.

Additionally, each dancer must have a Small Vanity Mirror (available on Amazon) and the following makeup essentials:

- Foundation
- Two concealers (one two shades lighter than their skin tone and one that matches)
- Eyebrow pencil or pomade
- Red lipstick
- Lip liner
- Highlighter
- Blush
- Lashes (available on Amazon)

A makeup class will be conducted every summer to teach the dancers how to apply their base makeup effectively. Coaches will provide eyeshadow only.

## Contact Information

If you have any questions or require further assistance, please do not hesitate to reach out to us through the following channels:

### Staff Contact:

- Director/Coach Brionna: Available via WhatsApp or Business Email

### Business Contact Information:

- **Website:** [www.bougiebossesdc.net](http://www.bougiebossesdc.net)
- **Email:**
  - BougieBossesDanceCompany@gmail.com
  - BossesOfficeDanceStudio@gmail.com
- **Social Media:**
  - **Facebook:** Bougie Bosses Dance Company
  - **Instagram:** @bougiebossesdancecompany\_
  - **Instagram:** @bossesofficedancecompany\_

We are here to support you and look forward to assisting you with any inquiries.

## Contract Agreement

### Commitment:

The dancer commits to attending all scheduled rehearsals, performances, and team events. It is the responsibility of the parent or guardian to ensure that the dancer adheres to this commitment and provides the necessary support to facilitate attendance and participation.

### Financial Obligations:

The parent or guardian is responsible for the timely payment of all fees associated with the dance team, which may include performance fees, uniform costs, and any other related expenses. Failure to settle these fees by the beginning of the season may impact the dancer's eligibility to perform. Additionally, the parent or guardian must ensure that the dancer possesses all required uniforms and equipment as specified by the program, and that these items are maintained in good condition throughout the season.

### Code of Conduct:

Both the dancer and the parent or guardian agree to comply with the guidelines and behavioral expectations outlined in the Bougie Bosses Dance Company handbook. It is essential to maintain a respectful attitude towards coaches, fellow dancers, and all individuals involved with the team at all times.

### Termination:

In the event of a violation of the contract terms or other legitimate grounds, either the company or the dancer/parent/guardian may terminate this agreement by providing written notice in advance.

By signing below, you acknowledge that you have read, understood, and agree to abide by all rules and regulations stated in the Bougie Bosses Dance Company handbook. All policies must be followed from this day forward.

### Welcome to the Bougie Bosses Dance Company!

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Dancer Signature)

\_\_\_\_\_  
(Date)

Shoe Size \_\_\_\_\_ Top Size \_\_\_\_\_ Bottom Size \_\_\_\_\_ Bra Size \_\_\_\_\_