

The Portrait Palace
4620 Brandt Pike
Huber Heights, OH
937-235-5923

Dear Parent/Guardian/Dancer,

We are so happy to be opening our studio once again to all Dayton Dance Conservatory students from **Saturday, May 7th 2015 - Sunday, June 5th 2015.**

**Appointments will be available on,
Tuesdays, Thursdays from 3pm-8pm,
Saturdays and Sundays from 10am-8pm**

You will be viewing your portraits and ordering immediately after your portrait session, so please come prepared. Payment is due in full that day. Orders will be ready to be picked up approximately three weeks from the date of the order. We will have special pricing for you but the prices will only be valid for dance portraits, you must have your portraits taken between the above dates and order on the day of the shoot.

We are pleased to be able to provide you with an in studio experience giving us more time with each dancer to capture your personality and talent. Please book the appropriate session for your number of costumes. Session times reflect total number of costumes, so if you have 3 dancers with 1 costume each 1 session A is appropriate or 2 dancers with 2 costumes each would be a session B. The sessions available are as follows.

1, 2 or 3 costumes please book Session - A. ½ hour.

4, 5 or 6 costumes please book Session - B. 1 hour

7 or more costumes please book Session - C. 90 minutes (\$150 minimum order required)

There are no "sitting fees" so you can **book online from home at www.portrait-palace.com or at the dance studio on the provided laptop starting Monday April 6th.** All sessions must be booked by April 24th.

There will be plenty of private dressing room space but please arrive with your hair and makeup done. Arrive 5-10 minutes early for your appointment to help our sessions run smoothly. If you are late you may be asked to reschedule. Please give us 24 hours notice if you need to reschedule but please keep in mind there are a very limited number of appointments available.

Due to the expensive equipment and to cut down on congestion only two parents or guardians will be permitted in the studio with the dancer. **Please do not bring cameras to The Portrait Palace** and refrain from using cell phone cameras as it can interfere with our equipment.

Sincerely,

Sherry Couch

If you have any questions you can reach me by email at portraitpalace@gmail.com