



2025 NUTCRACKER HANDBOOK

Hello Nutcracker Dancers!

Your time on stage is approaching soon! In this handbook you will find everything you need to know about our Nutcracker Performances! Please be sure to take the time to read through this handbook, fill out your Nutcracker Handbook Form (last page!) and return to the front desk before **NOVEMBER 1**.

WHAT, WHERE, & WHEN

Online Ticket Sales

Priority Sales for Sugar Plum Crew & Rollover Platinum Members: October 20th @ 9 am

Public Sales: October 27th @ 9 am

Price: \$21-\$27

In-Studio Dress Rehearsal & Photos

Saturday, December 6th

11am-6:30pm *See your dancer's specific rehearsal and photo time on page 5

Dance Theatre Northwest Studio: Main Lobby Entrance

Technical Rehearsal: All Ballet Classes (No costumes)

****Ballet Levels 3, 4 & 5 wear your nude leotard as you will be practicing your costume changes**

Schuler Performing Arts Center @ NIC (in Boswell Hall)

See your dancer's specific rehearsal time on page 5

Nutcracker Performance Day-Schuler Performing Arts Center @ NIC (in Boswell Hall)

Saturday, December 13th at 3pm (Cast A) and 6pm (Cast B)

*See your dancer's specific performance time on page 5

Cast A (3pm Show): See your dancer's specific arrival time on page 5

Doors Open 2:15pm

Cast B(6pm Show): See your dancer's specific arrival time on page 5

Ballet Levels 3, 4 & 5+ will arrive at 5pm



TICKETS



**Tech Trouble?
Call DRT!
(706) 550-1416**

All studios sell tickets to their shows to cover the cost of the venue and other expenses that come with producing a top-notch experience for children and their families. Tickets will be available online through Dance Recital Ticketing Service. In order to be admitted to the show, a ticket must be purchased. Seats are assigned so purchase your tickets together to sit with your family.



Online Ticket Sales

Super Priority Sales for Sugar Plum Crew & Platinum Rollover Families: October 20 at 9am

Public Sales: October 27 at 9am



TICKET LINK:

[HTTPS://WWW.RECITALTICKETING.COM/26458/](https://www.recitalticketing.com/26458/)

HELP SUPPORT A LOCAL NON-PROFIT!



As part of our mission as a More Than Just Great Dancing studio, we will be donating a portion of our 2025 Nutcracker Ticket sales to the Music Conservatory of Coeur d'Alene.

The Music Conservatory of Coeur d'Alene is a non-profit 501 (c)(3) dedicated to musical excellence through accessible instruction, collaborative partnerships and performance.

We offer private lessons on the breadth of instrument families and vocals, early childhood classes, advanced levels of instruction in music theory, composition and ensemble performance, and a Youth Choir. Additionally, we provide support for the underserved in our community through our music therapy program and scholarships.

You can learn more about the Music Conservatory of Coeur D'Alene & donate directly online at <http://www.cdaconservatory.org/>

COSTUMES, TIGHTS, SHOES & HAIR

All costumes & accessories will be kept and stored by Dance Theatre Northwest. On photo day, dress rehearsal, and show days, dancers should arrive with hair & makeup complete, provided pink tights and nude leotard on, and ballet shoes on their feet.

A nude leotard is an undergarment worn under a dancer's costume. Wearing a nude leotard (available for purchase) **is required** for modesty and hygiene purposes. We will be renting out these costumes for years to come and a nude leotard helps us keep them in great shape. Dancers should wear easy to change out of clothes over their nude leotard. Avoid clothing that must be pulled over the head.



What makes a great cover up?

Robes

Zip up jacket and sweatpants

Button down shirt & leggings

Your dancer will receive a pair of pink tights to be used for photo/dress rehearsal and the show ONLY. Please only wear the given pair of tights for these purposes and do not wear them for class before the show. We can assure you there are MANY colors of "pink" tights, and we want our dancers to have a uniform, professional look. You may purchase additional pairs of tights for performance from Dance Theatre Northwest.

Shoes

All Nutcracker dancers need a pair of PINK ballet shoes in good condition. Our Gentleman in snow will need white ballet shoes and our gentlemen in Gingerbread will need black ballet shoes.

Hair

All hair should be in a slick back low bun. **Attn Ballet Level 2, please put your hair in the lowest bun possible so it doesn't interfere with your soldier hat.**

Did you know?

Tights & Nude leotards are underwear!

With tights and a nude leotard, your dancer should have plenty of coverage under their costume. ****If your dancer must wear undies under tights due to sensory needs, please make sure they are a nude color. We really can see them from the audience!**

**BUILDING
BALLET HAIR
TUTORIAL**



ALL THINGS NUTCRACKER DAY!

Avoid the "Awe, Nuts!" Feeling and make sure your dancer is set for their performance! Stop by so we can answer questions that you might have for your dancers on BIG performance day!

Saturday, November 1st from 11am-1PM

DTNW Studio C (Pre-School Entrance)

- Pick up performance tights and purchase extras
- Get help with ordering your tickets
- Purchase a nude leotard
- Missed costume try-on? stop in!
- Order ballet shoes for the stage
- Turn in your Handbook Form

DRESS REHEARSAL & PHOTOS

December 7

Picture & Rehearsal

Time: 11am-6:30pm



Scan for Tickets

PICTURES & DRESS REHEARSAL

NEED TO KNOW!!

LOCATION:

DTNW Rathdrum, 7730 Boekel Rd, Rathdrum, ID 83858. Enter through the main DTNW purple door. Parents wait outside please. We have class mom's who will help your dancer!

DATE: Saturday, December 6

See our "by class" schedule for pictures and dress rehearsal times. Dancers will get their pictures taken, then will rehearse in their beautiful costumes!

***Please arrive 15 minutes prior to your scheduled time** to give time to put on your costume.

*Arrive with hair and make-up done and ballet shoes on. Please don't plan on doing hair and make-up at the studio.

*Dancers will take individual photos and a group photo. No order form necessary! You will receive an email to preview the pictures before making a purchase.

*DTNW's lobby will be closed during rehearsals. Due to the busy nature of this event, only the dancer is allowed to attend. Dancers will quickly change out of costume after their scheduled block and exit through the main lobby door.

Please remember that Dress Rehearsal is mandatory as we want all dancers to feel and be their best on stage!

CLASS & REHEARSAL ATTENDANCE POLICY

VERY IMPORTANT

ATTENDANCE DURING THE MONTHS OF OCTOBER, NOVEMBER, AND DECEMBER IS ESPECIALLY IMPORTANT AS DANCERS LEARN AND PRACTICE THEIR CHOREOGRAPHY FOR OUR UPCOMING PERFORMANCE. REGULAR PARTICIPATION HELPS DANCERS FEEL CONFIDENT ON STAGE AND ENSURES THE CLASS CAN PRESENT A POLISHED, HIGH-QUALITY SHOW TOGETHER. WE KINDLY ASK THAT DANCERS MISS NO MORE THAN THREE CLASSES DURING THIS TIME. IF MORE THAN THREE ABSENCES OCCUR, YOUR DANCER MAY BE ASKED NOT TO PARTICIPATE IN THE PERFORMANCE SO THAT THE GROUP CAN REMAIN WELL-REHEARSED AND BALANCED. WE APPRECIATE YOUR SUPPORT IN HELPING EVERY DANCER SHINE!

DRESS REHEARSAL/PICTURES, TECH REHEARSAL & SHOW INFORMATION

Character	Class Name, Day, Time	Picture/Dress Rehearsal Day and Time Saturday, Dec. 6 at DTNW	Tech Rehearsal Friday, December 12 at Schuler Auditorium at NIC	Recital Show A or B at Schuler Auditorium at NIC	Recital Show Time December 13th	Recital Check In Time
Bon Bons & Mother Ginger	Ballet 3-4yrs Wed. 5:20 & Abbi Martin	Saturday, December 6th 11am to Noon	Friday, December 12 5:30-7pm	Cast A	3pm	2:30pm
Bon Bons	Ballet 3-5yrs Thurs 1:45	Saturday, December 6th 11am to Noon	Friday, December 12 5:30-7pm	Cast B	6pm	5:30pm
Mice	Ballet 5-6yrs Weds 4:40	Saturday, December 6th 12:30-1:10PM	Friday, December 12 5:30-7pm	Cast A	3pm	2:30pm
Mice	Ballet 5-6yrs Sat 10:40	Saturday, December 6th 1:10pm-1:50pm	Friday, December 12 5:30-7pm	Cast B	6pm	5:30pm
Angels	Ballet 5-6yrs Thurs 5:30	Saturday, December 6th 2:30-3:30pm	Friday, December 12 5:30-7pm	Cast B	6pm	5:30pm
Angels	Perf. Session Sat. 9:50	Saturday, December 6th 2:30-3:30pm	Friday, December 12 5:30-7pm	Cast A	3pm	2:30pm
Gingerbread Kids	Building Ballet Monday 4:10	Saturday, December 6th 3:40-4:30pm	Friday, December 12 5:30-9pm	Cast B	6pm	5:30pm
Gingerbread Kids	Building Ballet Tuesday 4:30	Saturday, December 6th 4:20-5pm	Friday, December 12 5:30-9pm	Cast A	3pm	2:30pm
Snowflakes & Chinese	Ballet Level 1 Tuesday 4:30	Saturday, December 6th 1:20-2:30pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	2:30pm & 5:30pm
Soldiers	Ballet Level 2	Saturday, December 6th 11:45am-1:50pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	2:30pm & 5:30pm
Clara's Friends & Russian Applecakes	Ballet Level 3	Saturday, December 6th 11:45-12:45pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Snow Queen, Snow King & Snow Princesses	Ballet Level 5+	Saturday, December 6th 1:20-2:30pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Macaroons, Spanish, Arabian Prince & Princess	Ballet Level 4 & Josie & Tyson	Saturday, December 6th 4:40pm-5:40pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Clara & Nutcracker	Audrey & Emmett	Saturday, December 6th 11am to 6:30pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Flowers, Dewdrop & Finale	Ballet 5+	Saturday, December 6th 5:20-6:30pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Harlequin	Madison, Rilee & Lizabella	Saturday, December 6th 11:45-12:45pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Rat Queen & Rats	Aidyn, Makenna, Josie, Violet, Emma & Lily	Saturday, December 6th 12:30-1:50pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Tall Angels, Candy Cane Courtier	Hydee, Abigail, Violet & Aidyn	Saturday, December 6th 2:30-5pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm
Sugarplum Princess	Abbi Martin	Saturday, December 6th 2:15-5:40pm	Friday, December 12 5:30-9pm	Both	3pm & 6pm	1:30pm & 5pm

BALLET BUN 101

Tools

hairspray * hair gel * brush * fine-toothed comb * bobby pins * 3 (or more) thick hair bands matching hair color * hair net matching hair color

Brush out your dancer's hair thoroughly.

Create a high ponytail at the crown of dancer's head. Imagine a line from the top of dancer's ear to the top of their head for placement. Smooth out any bumps using your fine-toothed comb.



Thoroughly hairspray dancer's head. We suggest using an aerosol hair spray for better coverage.

Next you will twist the ponytail and lift the tail end up. Continue spiraling the ponytail around until it forms a bun. Or you can use a hair donut which makes it so much easier! These can be purchased through any hair supply place or department store.

Now you will use another thick hair tie, wrapped twice around the bun to temporarily keep it in place.

As you can see, this bun is not secure enough. Use a hair net wrapped several times around the bun. We recommend that all dancers use a hair net (hair colored) around their bun to prevent pieces of hair coming undone.

Next step: BOBBY PINS!!! A lot of them. We suggest 10-15 (not exaggerating) depending on the student's thickness and length of hair.

We now have a beautiful and secure bun, which couldn't possibly fall out. Brush back any "wispsies" toward the bun and go to town with hairspray!



MAKEUP 101

The spotlights tend to drown out the dancer when she is on stage. Makeup is not required, but recommended. It helps make their faces and expressions visible to the audience and emphasizes features that would otherwise be washed out by stage lights.

Follow these simple steps to create a perfect, stage-ready face.



Foundation is used to even out the complexion and reduce shadows from stage lights. Always apply foundation to a clean face. Choose a shade very similar to the color of the face. Using a makeup sponge, apply an even coat of foundation to the entire face, under the chin, onto the neck, around the ears and up to the hairline. Set the foundation with small amount of powder.



Blush adds color as well as definition to the face. Choose a blush color similar to the natural color of the cheeks. Smile and apply blush to the apples of the cheeks, sweeping up and out toward the hairline.



Apply **eye shadow** over the entire eyelid. Pick a neutral color family that will make your eyes stand out on stage, as stage lights tend to make the eyes appear smaller. Choose three complementary colors, applying the medium shade near the eye, the darkest shade above or along the eyelid crease, and the lightest shade under the eyebrow. Remember to slightly blend the colors together.



Lining the eyes with black eyeliner makes them really stand out. Use liquid eyeliner on the top lid and a pencil liner on the bottom. (Use a pencil liner for both lids on very young dancers.)

To line the upper lid, apply a thin, straight line starting from the inner corner. For a dramatic effect, allow the line to extend beyond the natural eyelid.

To line the lower lid, start at the outer corner of the eye and draw a thin line under the lower lashes. Liner should start where the lashes begin and stop where they end on both eyelids.



Using black **mascara**, gently sweep two coats on upper and lower lashes. (Older dancers sometimes choose to wear false eyelashes. Young dancers may achieve similar results by applying several coats of mascara after curling the lashes with an eyelash curler.)



Carefully apply a bright shade of red or natural pink **lipstick** (or preferred color) to the upper and lower lips. Blot softly with a tissue.

Now stand back and smile! You are ready to hit the stage. Break a leg!

STEP THROUGH

PERFORMANCE DAY CAST A

1st

Dancer Check-In

2:30pm

1:30pm Lvl 3,4,5+ Meet on stage for warm up

Dancers arrive with makeup and hair done and ballet shoes on. Check in with our DTNW staff. After dancers are checked in, parents & guests who have a ticket for the show may enter the auditorium. Dancers will be escorted backstage to change into their costume.

2nd

Show Begins!

3PM

Once the audience is seated, sit back and enjoy the show!

The performance will be less than one hour. Dancers will remain backstage during the show.

3rd

After Show

Dancers will be dismissed from the stage by class in their costume. You are welcome to head to the lobby to take photos etc. Please return your dancer to the check-in table 15 minutes after the show is over so that we can collect our costume and give your dancer their special treat!

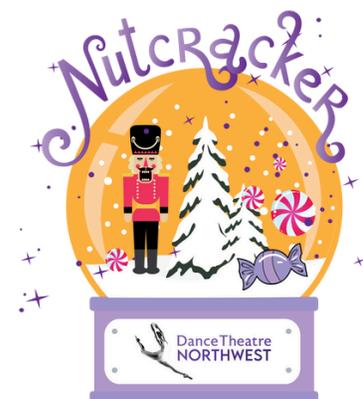
Dancers in costume will need to return to the dressing room to change within 15 minutes. Please respect our volunteers time.

Finish

Celebrate!

Dancers will change out of their costumes and be picked up by a parent.

Be sure to stop by our merchandise table & take pictures to remember this special night forever!



STEP THROUGH

PERFORMANCE DAY CAST B

1st

Dancer Check-In

5:30pm

**5pm Lvl 3,4,5+ Meet on stage for
warm up**

Dancers arrive with makeup and hair done and ballet shoes on. Check in with our DTNW staff near the front of the PAC. After dancers are checked in, parents & guests who have a ticket for the show may enter the auditorium. Dancers will be escorted backstage to change into their costume.

2nd

Show Begins!

6PM

Once the audience is seated, sit back and enjoy the show!

The performance will be less than one hour. Dancers will remain backstage during the show.

3rd

After Show

Dancers will be dismissed from the stage by class in their costume. You are welcome to head to the lobby to take photos etc. Please return your dancer to the check-in table 15 minutes after the show is over so that we can collect our costume and give your dancer their special treat!

Dancers in costume will need to return to the dressing room to change within 15 minutes. Please respect our volunteers time.

Finish

Celebrate!

Dancers will change out of their costumes and be picked up by a parent. Be sure to stop by our merchandise table & take pictures to remember this special night forever!



FAQ

Does my dancer need a ticket?

Dancers do NOT need a ticket, since they'll be backstage with us!

I have a toddler/infant attending the show, do they need a ticket?

Yes, each person attending will need to purchase a ticket - even if they're not using a seat. This is to help us track that we can adhere to the PAC's capacity restrictions.

Can I purchase tickets at the door?

Tickets may sell out, so we recommend purchasing them online in advance! If any seats are available, we will sell remaining tickets at the door.

I am having trouble purchasing a ticket, can you help?

Technology is tough! The best way to receive help with tickets is to call Dance Recital Ticketing! They are so quick and helpful - and since this is what they do every day they will be far more helpful than DTNW staff.

Dance Recital Ticketing: **(706) 550-1416**

Are dress & technical rehearsals required?

Yes, we want our dancers to feel as prepared as possible. Please reach out if you have any concerns.

Where is my dancer's costume?

We have it taken care of! Costumes will be stored by DTNW and taken to the theater by our staff.

What does my dancer need for their performance?

Pink ballet shoes, performance tights (only the ones from us!), nude leotard, makeup done, hair in a bun, a cover-up, and a smile!

I want my dancer to take photos with grandma after the show in their cute costume, what do I do?

At check-in before the show, you will let us know that you'd like your dancer to remain in costume after the show ends. You will read and agree to the costume guidelines and sign the check-in sheet. After the performance, your dancer will remain in costume and we will release them to you at the check out station. You can enjoy your family visit and take as many photos as you'd like! Your dancer will need to return to the dressing room to change out of their costume within 15 minutes. Please be respectful of our volunteers' time at the end of the night and return promptly.

I want photos of my dancer on stage? DTNW has hired a brilliant photographer to capture these magical moments on stage. The photos will be available to you for FREE after the show. We will send you a photo link when photos are ready and you can download as many as you would like!

Nutcracker Portraits

with **charlotte gardunia**
P H O T O G R A P H Y

Saturday, December 6, 2025

Pay no money up front!

Online Ordering will be available
1-2 weeks after picture day.

An email will be sent out with a link
to your private gallery. One gallery per family.

If you do not see an email by December 20, 2025,
please contact

info@charlottegardunia.com

To prevent your gallery link
from ending up in your junk folder,
please add the following address
to your email contacts:

mailer@pixiesetmail.com

scan for packages & pricing

<https://www.charlottegardunia.com/packages/>

Minimum \$15 order.

Packages may be split between siblings.

All prints will be delivered directly
to your home.



IMPORTANT: Please sign and return this page to the front desk before November 1. This helps us know that everyone has received the information vital to a smooth and fun performance!

Thank you!

I have received the following information necessary for our 2025 Nutcracker Performance, so I will be organized and prepared for a fun performance!

- Dates & Time of Rehearsals, Photos, and Performance
- Hair, Makeup, Costume, and Shoe requirements and instructions
- Ticket information & Merchandise Information



Parent Signature _____ Date _____

Child's Name _____

(Please Print the name as you would like it to appear on the Cast List)



DTNW Nutcracker Merchandise & Dancewear



Plan for a gift! Performance gifts are a strong tradition in dance. Gifts & merchandise help them to remember their time on stage for a long time to come. Pre-sale is the only way to guarantee your purchase, we will have VERY limited quantities on hand at the show. All prices the day of the show will be higher to account for venue service fees.

Order Form

DTNW HIGHLY recommends you purchase an extra pair of tights along with your nude leotard for your dancer. This extra pair must be the exact tights that are furnished with your costume.



THE LAST DAY TO ORDER IS NOVEMBER 1!!

Prices do not include tax.

Tights \$14 **EXTRA for just in case!**

Nude Leotard \$24 **MUST HAVE!**

Pink No Tie Ballet Shoes (Pre-Ballet) \$23.95

Pink Split Sole Ballet Shoes (Building Level and up) \$43.95

Cast List Crew Neck Sweatshirt \$42

Wooden Nutcracker \$25

3 roses \$15

Digital Download: \$20

Nutcracker Bear Stuffedie with Medal & Bear size Nutcracker t-shirt \$25



Scan for Handbook

Scan for Tickets

Please order my child the following items (all charges will be billed through my account on file):

Signature of Authorization to charge account on file _____

Tights: Size _____ Quantity _____

Shoes: Type _____ Size _____

Crew Neck: Size _____ Quantity _____

Digital Download: Quantity _____

Nude Leotard: Size _____ Quantity _____

Flowers (bundles of 3): Quantity _____

Nutcracker: Quantity _____

Nutcracker Stuffedie: Quantity _____

*Sales tax not included. 3.5% processing fee applies to all card purchases

SUBTOTAL: _____