



Initial Steps

- 1) Choose your event date and package. Call our office to confirm our availability, or it's on our web site too! (905-454-2609 or 1-800-336-3583). or book on-line www.dance-a-thon.ca
- 2) Return sent contract with \$100. deposit.
- 3) Your deposit is deducted from the amount owing to Presswood at the end of the campaign.
- 4) We will supply a detailed event planning questionnaire to customize your program.
- 5) Confirm your pep rally assembly booking (we will suggest a timeslot).
- 6) We will send a draft of the pledge-lope for your review.
- 7) Send us lists (teacher and homeroom only) for customization on pledge-lope.
- 8) Approve/revise the pledge-lope.

Kick-off Assembly

- A fun, upbeat and informational 20 minute power point presentation.
(Screen or wall required. We bring our own sound system!)
- Hosted by us in your gymnasium approximately two weeks before the dance-a-thon.
- Complete explanation for staff and students of the program and fundraising procedures.
- Delivery of incentives, posters, morning announcements and student pledge-lopes.
- Students are encouraged to make music requests on-line. (www.musicrequest.ca)
- Students are encouraged to receive on-line pledges. (www.pledge.me)
- Following the assembly, the pledge-lopes are distributed.

Tips of Success

- Play the announcements - they're fun, short and keep up student motivation!
- Display our posters in prominent locations throughout the school.
- Organize a money collection system (e.g. student runners, parent council rep or office drop-off).
- Supply Presswood with a schedule of the event day several days (or weeks) prior to your dance.
- Items for you to sell. Lite-up rings, bunny ears, glow glasses... www.presswood.com/store

The Event Layout

- Supply DJ with a table located near an electrical outlet.
- Host will arrive ½ hour before first group begins (as per your schedule).
- We will supply great sound speakers, colourful lighting and great music
- Classes come to the gym with similar aged students for timeslots between 30-80 minutes.
- Pair like-aged children in the gym for each timeslot (e.g. grade one and two together).
- Avoid putting extreme age groups together (e.g. DO NOT put kindergarten with grade six).
- Younger students will be quite structured in whole group dances, games and activities.
- Older students will get more free dance time and music requests (as a school dance).
- Students will be engaged in the limbo, the train, the cha-cha slide & other well known dances.
- If your students are learning a dance in class, feel free to include it in the dance-a-thon.
- If parent volunteers are available, they may be assigned to count money, sell items at the Dance-a-thon Store, as runners (keeping the classes on schedule or as chaperones in the gym).

Fee Structure

- Average across 2800 schools is \$6800. raised with Presswood's Dance-a-thon.
- School is responsible for counting the money.
- Payment to Presswood due one week after dance-a-thon.
- On-line payments & deposit are detected from balance owing to presswood.
- Store items may be cashed out after event to save the HST.

Package #1

The classic and most popular package.

1. Custom student pledge-ropes
 2. Full Colour posters and CD morning announcements
 3. In school kick-off assembly or audio CD presentation shipped to school
 3. Fully licensed music (AVLA), all sound and lighting equipment
 4. Presswood will host on-line money collection. www.pledge.me
 5. Presswood will host on-line music requests. www.musicrequest.ca
 6. Glow Bracelets for all students.
 - 7. Up to 4.5 hours of Interactive DJ Hosting (excluding breaks)**
- 20% of funds raised - (minimum of \$850) +hst**

Package #2

Video dance-a-thon

1. Everything in package #1
 2. 8 foot video screen to show; Interactive, cartoons, funny, instructional, and original song videos.
 - 3. Up to 4.5 hours of Interactive DJ Hosting (excluding breaks)**
- 25% of funds raised - (minimum of \$950) +hst**

Package #3

A great alternative for smaller schools or 1/2 day events.

1. Everything in package #1
 - 2. 2 hours of Interactive DJ Hosting**
- 20% of funds raised - (minimum of \$650) +hst**

Package #4

Ideal for schools located nearby or within the same building.

1. Everything in package #1
 - 2. 2 hours of Interactive DJ at one school & 2 hours of Interactive DJ at the other school**
- 20% of funds raised - (minimum of \$475) per school. +hst**

Package #5

The ultimate, deluxe experience.

THE AWESOME LASER & LIGHT & 12 FOOT VIDEO DANCE-A-THON

- 1. Everything in package #1**
- 2. 5 hours of Interactive DJ hosting**
- 3. Awesome Laser Effect Lighting**
- 4. Six DJ Lighting Fixtures**
- 5. Awesome Glow in the Dark**
- 6. 12 Foot Screen Video Dance-a-thon**
- 7. & \$250 Dance-a-thon Store Credit.**

Flat rate: \$1995.00 +hst

Package #6

Interactive DJ Host only

Up to 4.5 hours of Interactive DJ Hosting (excluding breaks)

Flat rate: \$650 +hst

Don't forget to check out our Movie & Evening of Magic Nights!