

2010 Prom Information Packet

The Hyatt Regency at The Arcade

7:00 to 11:00 p.m.

30 April 2010

After-Prom to follow at

Fun 'N' Stuff in Macedonia

12:00-3:00am

- 6:30 p.m. Arrival and Registration
Please arrange your own chauffeured transportation to The Hyatt. Neither you, nor your guest, may drive directly to Prom. Please arrive no later than 7:00 p.m. Non-NDCL guests MUST provide photo identification. Bus transportation will be provided from The Arcade to Fun 'N' Stuff and from Fun 'N' Stuff back to NDCL. Depending upon need, we may also arrange a drop-off point near Mayfield and I-271.
- Picture taking
Payment for pictures will be due at the time of picture taking. A brochure outlining packages and cost will be distributed prior to the Prom date.
- After-Prom Baggage
After-Prom bags will be collected at Prom check-in by the After-Prom Committee. You will pick up your bags at the end of Prom to take with you to Fun 'N' Stuff.
- 7:30 p.m. Buffet Dinner and Dancing
- 11:00 p.m. End of Prom
- 11:15 – 11:30 p.m. Board Busses to Fun 'N' Stuff
- 12:15 a.m. Arrival at Fun 'N' Stuff
Change from formal wear to After-Prom clothes in designated changing rooms
- 3:00 a.m. End of After-Prom
Bus transportation provided back to NDCL. Depending upon need, we may also arrange a drop-off point near Mayfield and I-271.

(continued)

Other Prom Details

The cost of Prom and After-Prom is \$110 per person or \$220 per couple.

Students will have the opportunity to reduce the cost of their Prom ticket(s) by selling Student Scholarship raffle tickets. Sell 20 tickets to reduce your prom bid by \$50. Sell 30 raffle tickets to reduce your prom bid by \$100.

All payments and signed contracts are due by Friday, April 23.

All who attend Prom must attend After-Prom.

Hotel Security will be present at Prom to ensure a safe and enjoyable event for all.

Non-NDCL Prom Attendees:

He or she must abide by rules, regulations and policies set by NDCL regarding Prom.

He or she must submit a contract and provide a contact number.

A picture ID must be shown at the time of registration.

Tuition and school fees must be paid in order to attend Prom.

Prom is an NDCL-sponsored event and all policies of the school are in effect throughout the night. These policies may be found in the Parent/Student Handbook.

NDCL, in conjunction with the Cleveland Police, will work vigilantly if students are suspected of being under the influence of drugs or alcohol when at any time during Prom or After-Prom. Random breathalyzer tests may be conducted throughout the duration of Prom and After-Prom.

PROM PAYMENT SCHEDULE

| | |
|------------------------|---|
| Friday, March 26, 2010 | Down payment of \$55 per person or \$110 per couple (This payment reserves your seat(s) at Prom) |
|------------------------|---|

| | |
|------------------------|---|
| Friday, April 23, 2010 | Final payment of \$55 per person or \$110 per couple Prom contracts are due. |
|------------------------|---|

All monies are due to Sr. Antonee in the Finance Office in the correct envelope ONLY.

**Understand that in the event that you do not attend Prom and After-Prom,
monies will not be refunded after April 23, 2010.**

(continued)

Prom and After-Prom Check-List

Before Prom:

- All Prom monies turned in by April 23rd, 2010***
Envelopes are available in the Main Office (ask Mrs. Hurt)
- Turned in money and tickets from Student Scholarship Raffle Ticket Sales
- Prom Contracts turned in with all fields completed correctly by April 23rd, 2010
 - ✓ Please indicate who your guest or date is, so that we may seat you together on the busses going to After-Prom
 - ✓ If your date is an NDCL student you may turn in one contract for both people
- All school fees are paid and up to date

The day of Prom:

- Picture money and forms
- Digital Camera charged
- Flip flops or other comfortable shoes (**dancing in bare feet at the Hyatt is prohibited**)
 - ✓ Please be sure to have these out of your After-Prom bag when you check in, as you will not have access to your bags once they are given to the After-Prom Committee.
- Bags are packed and tagged for After-Prom
- Non-NDCL Guests have IDs to show at the door

***All Prom monies must be turned in by April 23rd.
Raffle ticket money will be refunded to you **AFTER** you have paid for your Prom/After-Prom tickets.

(continued)

Notre Dame-Cathedral Latin
Prom and After-Prom 2010

Contract for NDCL and *Non-NDCL Prom and After-Prom Attendees

I, the undersigned, understand that in making the \$55 per person or \$110 per couple down payment by Friday, March 26th, 2010 for the Junior-Senior Prom to be held on Friday, the 30th of April 2010 held at the Hyatt Regency at The Arcade, from 7:00 to 11:00p.m., with After-Prom to follow at the Fun 'N' Stuff in Macedonia from 12:00am to 3:00am, a reservation for Prom and After-Prom will be made for myself [and my date]. These monies will pay for the DJ, printing, security, dinner and After-Prom, which must be purchased in advance. This money is non-refundable. In order to hold this reservation, a payment of \$55 per person or \$110 per couple is due on Friday, April 23rd, 2010.

All payments are due to Sr. Antonee in the Finance Office in the **correct envelopes ONLY**. I am **NOT** guaranteed a reservation for prom or After-Prom if my payment is late. In the event that I do not attend Prom, I understand that this money will not be refunded to me. I will abide by the regulation that no bid is to be bought or sold except through Miss Ancheta or Sr. Antonee.

I understand that all school rules, as specified by the Parent/Student Handbook, are to be upheld. Furthermore, I understand that there are no exceptions to the above, even if my guest attends another school or is over the age of 18.

For safety reasons, I understand that my guest and I are not permitted to drive directly to Prom and I am aware of presence of the hotel security as well as the Cleveland Police at the Hyatt Regency.

At the conclusion of Prom, I am aware that I will be bussed directly to After-Prom held at Fun 'N' Stuff in Macedonia. I understand that attendance at After-Prom is required and I must stay until dismissed.

Finally, it is clear to both my parents and me that I may not attend Prom unless all tuition and fees have been paid.

*In addition to the above stated terms of the Prom contract, I understand that although not a student at NDCL, in order to attend Prom and After-Prom, I am choosing to attend this NDCL sponsored event and must abide by all policies and regulations set forth by NDCL in conjunction with this event, regardless of my own school's policies or my age.

I understand that I am expected to arrive with my date at the Hyatt Regency no later than 7:00pm. I understand that I must present in my photo ID when I check in at Prom.

NDCL Students

Print Name _____

Signature _____

Parent Signature: _____

Emergency contact #s _____
(This number should be one where NDCL can get into IMMEDIATE contact with a parent or guardian from 7:00pm to 3:00am)

Guest Name _____

Guest Signature _____

Parent Signature: _____
(Of guest)

Emergency contact #s _____
(This number should be one where NDCL can get into IMMEDIATE contact with a parent or guardian from 7:00pm to 3:00am)

***Non-NDCL Prom Attendee**

Print Name: _____

Signature: _____

Parent/Guardian Signature: _____

Emergency contact # _____
(This number should be one where NDCL can get into IMMEDIATE contact with a parent or guardian from 7:00pm to 3:00am)

Administrator Signature: _____

Print Name, Title _____

School _____