

General Guidelines for Stage Crew Breaks and House Rules at the Eissey Campus Theatre

It is our policy to provide the stage crew a **full one hour break after 5 hours of working**. The renter will not be charged labor costs for this hour break.

However, please be aware...

- If the crew's break is cut short, you will be billed labor for the full hour.
- If only a ½ hour break is provided, you will be charged labor for the full one hour break unless the renter provides a meal for the full crew.

Therefore, it's advantageous for the client to work out the break schedule with the Stage Manager **before** the work day begins. The break can be scheduled any time during the day as long as there is no more than 5 hours in any one stretch. If the total day is 6 hours or less, no crew break is necessary.

HOUSE RULES TO BE AWARE OF...

1. Lessee shall be **responsible for any and all damage to the Theatre premises and equipment** caused by acts of Lessee or Lessee's agents, employees, patrons, guests and artists whether accidental or otherwise. **This includes defacing property with make-up, aerosols, tape, etc.**
2. The installation and operation of sound and/or lighting control consoles in the audience chamber of the Eissey Campus Theatre must be approved by the Technical Director prior to load in. It is understood by the Lessee that usage of **the house audio system will be limited to no more than 100db of sound pressure.**
3. Lessee agrees to **abide by the discretion of the House Manager, Stage Manager and/or Theatre Director** concerning activities, dress, etc. of those persons acting on behalf of Lessee in public areas.
4. The Lessee **may not enter or use the areas in the theatre comprising the administrative offices, the box office, the President's private box, the control booth or the mechanical rooms** unless permitted by the Stage Manager.
5. The Lessee agrees that where food and beverages are required on premises for cast and/or crew, **the only area where such food and beverage may be served is in the Dressing Rooms, backstage hallway and/or portable building located directly behind the stage.** All food and beverage is strictly prohibited on the stage. Only bottled water is permitted on stage.

Please consult the Theatre's Technical Director at 561-207-5906
or the Stage Manager day of event for further clarification.