



## **THE AILEY CITIGROUP THEATER RULES & REGULATIONS:**

- Food and beverages are not permitted in the theater.
- Rosin, SlipNoMor, baby powder, and any other skid/anti-skid agents are not permitted in the building. Subject to fines laid out in rental agreement and posted in studios.
- When renting the Ailey Citigroup Theater, clients must provide a certificate of insurance.
- AILEY does not provide any props for performances or rehearsals, including tables and chairs. Dancing and performing on Ailey tables and chairs is not permitted.
- Crew must be allowed a one-hour break after four hours of work (or after five hours by arrangement). Crew must be allowed a 15-minute break after two hours of work in a four-hour call, and a 20-minute break after 2.5 hours of work in a five-hour call.
- Final technical schedules must be submitted no later than 30 days in advance of performance.
- A stage manager must be present for ALL performances. The stage manager should plan to call the cues for the show from the back of the house or backstage position.
- A lighting designer must be present for all technical rehearsals. If you do not have an LD, Ailey can provide one for \$300 per performance.
- If your performance requires microphone mixing, a premium fee will be charged for the sound engineer.
- Box office may not open until two hours before curtain.
- Any issues with labor (adding a meal penalty, changing tech schedule, adding a four-hour call) must be taken up directly with the Technical Director or Director of Studio and Theater Operations.
- The Ailey Studios and the Ailey Citigroup Theater are not responsible for lost or stolen items.
- Do not access Studio LLC unless your group has booked that space. Failure to comply will result in added fees.
- Do not wipe make-up on tables, walls, or other surfaces.
- Unplug hair dryers, curling irons, steamers, and irons when not in use.
- Avoid making loud noises while in the dressing rooms and green room hall.
- Please leave the dressing rooms as orderly as possible when departing.