

Friendly Reminders...

- ❖ Please finish all food before entering the theatre.
- ❖ All bags should be checked at the coat closet upon arrival.
- ❖ Please tuck in your shirt.
- ❖ Any guests who wish to attend the show must enter through the main doors and with a ticket.
- ❖ All ushers must assist in stuffing programs after signing in. If there's no room at a table, please assist by collecting programs, or check with Event Staff to see if you may assist in breaking down boxes or carrying programs to curtains.
- ❖ Remember, no ushers should use the Accessible Restrooms at any time. Please use the downstairs or upstairs lounges.
- ❖ You should be present when curtains open for the house. Please allow yourself time before the curtains open to go to the restroom, turn off your cell phone, etc.
- ❖ Cell phones should NEVER be visible to patrons, even before the house opens. If you have an emergency to attend to, please find coverage for your position and leave the floor to address it.
- ❖ Ushers never take photos during performances or of any celebrities.
- ❖ Please do not enter the pit if you are not assigned to usher the pit.
- ❖ Please sit in the designated areas specified by your floor captains, and never in front of or directly beside a patron. Your floor captain will let you know when it is time to be seated. *If you sit while your other team members are still ushering, you will be asked to leave.*
- ❖ Please do not fall asleep in view of any patrons.
- ❖ Please return to your assigned position (or to Powder Puff if needed) for intermission.
- ❖ Please do not purchase food or beverages until you are released from duty. If you have a low blood sugar, please speak with a staff member or EMT for assistance.
- ❖ Significant disturbances, problems, or other unusual conditions should always be brought to the attention of the Floor Captain or Department Manager as soon as possible. Be sure to relay the location and nature of the problem. Wait for instructions before returning to your position. Any disturbance of any kind, no matter the severity, should be brought to your Floor Captain's attention.