

ALEX THEATRE
EVENT STAFFING AND INSURANCE REQUIREMENTS
(Adopted 5/16/09)

Effective July 1, 2005, the Alex Regional Theatre Board will maintain the following guidelines for insurance and staffing requirements for all concerts and events held at the Alex Theatre.

| Category | Event Description | Insurance Requirement | Staffing Requirements for Anticipated Attendance of Fewer than 500 Patrons | | | | | Staffing Requirements for Anticipated Attendance of More than 500 Patrons | | | | | Notes |
|---------------------|--|-----------------------|---|--------------------|---------------|----------------|-----------------|--|--------------------|---------------|----------------|-----------------|--|
| | | | House Manager | Asst House Manager | Door Security | House Security | Glendale Police | House Manager | Asst House Manager | Door Security | House Security | Glendale Police | |
| Ceremonies | award presentations, beauty pageants, graduation ceremonies | \$2 Million | 1 | No | 1 | See Notes | See Notes | 1 | 1 | 1 | See Notes | See Notes | major award presentations and beauty pageants may require additional security |
| Concerts I | chamber orchestras, classical music ensembles, chorale groups, opera, school performance ensembles, symphonies, traditional cultural music | \$2 Million | 1 | No | 1 | No | No | 1 | 1 | 1 | No | No | performances that require use of the parking lot tent will require one additional security guard |
| Concerts II | blues, comedy, gospel, jazz, new age, world music | \$2 Million | 1 | No | 1 | 2 | No | 1 | 1 | 1 | 2 | No | ticket entry will be at forecourt gate for anticipated attendances of more than 500 patrons |
| Concerts III | contemporary, contemporary cultural music, country-western, R&B, top 40, oldies | \$2 Million | 1 | 1 | 1 | 2 | No | 1 | 1 | 1 | 4 | No | ticket entry will be at forecourt gate for anticipated attendances of more than 500 patrons |
| Concerts IV | alternative, heavy metal, hip hop, rap, rock | \$5 Million | 1 | 1 | 1 | 6 | Yes | 1 | 1 | 1 | 6 | Yes | metal detector search, ticket entry at forecourt gate |
| Dance | ballet, contemporary, flamenco, jazz, tap, school recitals | \$2 Million | 1 | No | 1 | See Notes | No | 1 | 1 | 1 | See Notes | No | school recitals using the parking lot tent will require one additional security guard |
| Film Shoots | commercial shoots, film shoots, still photography shoots, student film shoots, television tapings | \$2 Million | 1 | See Notes | See Notes | See Notes | See Notes | 1 | See Notes | See Notes | See Notes | See Notes | staffing needs will be based upon the size of the shoot, if there is a live audience and the film permit requirements |
| Film Screenings | cast and crew screenings, film screenings, premiers, previews | \$2 Million | 1 | No | See Notes | See Notes | See Notes | 1 | 1 | See Notes | See Notes | No | celebrity screenings may require additional security |
| Lectures | lectures, seminars, speaking engagements | \$2 Million | 1 | No | 1 | See Notes | See Notes | 1 | 1 | 1 | See Notes | See Notes | celebrity lectures and speaking engagements may require additional security |
| Meetings | business meetings, church services or meetings, civic group meetings, conferences | \$2 Million | 1 | No | 1 | No | No | 1 | 1 | 1 | No | No | events that have alcohol service will require additional security |
| Political | debates, political forums, rallies | \$2 Million | 1 | No | 1 | See Notes | See Notes | 1 | 1 | 1 | See Notes | See Notes | security requirements will be based upon the security needs of the participants |
| Receptions | anniversaries, banquets, birthdays, business receptions, reunions, weddings | \$2 Million | 1 | No | 1 | See Notes | See Notes | 1 | 1 | 1 | See Notes | See Notes | events of one or more hours in length that have alcohol service will require additional security |
| Theatre | musicals, play readings, theatrical stage performances | \$2 Million | 1 | No | 1 | No | No | 1 | 1 | 1 | No | No | productions featuring name actors may require additional security |
| Variety Attractions | animal acts, hypnotists, ice skating shows, magic shows | See Notes | 1 | No | 1 | No | No | 1 | 1 | 1 | No | No | insurance requirement will generally be \$2 million unless the attraction features exotic animals on stage which will necessitate higher insurance coverage limits |