



Old Academy Players Theater Party Guidelines

Let Old Academy Players perform the show of your choice just for you, your family, your friends or your group.

Available Performances: Tuesday, Wednesday, Thursday evenings; Saturday afternoons; or the Sunday afternoon of the first weekend of the show's run.

Seating: Good visibility from each of our 100 seats.

Curtain Time: Curtain Time: Evening performances can begin at 7:00, 7:30 or 8:00. Matinees are generally at 2:00, but can also be changed to meet your group's preference.

Previewing: We will provide up to 4 complimentary tickets, if you desire, so you may preview the facilities.

Directions to theater: From Henry Avenue, turn south on Indian Queen Lane. Cross railroad tracks. Theatre is the second building on the left after RR tracks. Parking is behind building; enter via driveway just beyond the theater.

COST: \$500 gives you private use of the theater for one performance. Your profit is determined by the price at which you sell your tickets. For example, a \$10 charge (if you sold all 106 seats) could result in a \$560 profit; a \$15 charge would net \$1,090 and a \$20 charge would generate a \$1,620 profit. If the theater party is for fundraising, we find groups charge at least \$10 per ticket.

DEPOSIT: A \$250 deposit is required in order to guarantee your performance date. In the event another group requests the same date, we must honor the group that submits their deposit first. In case of cancellation, deposits are refundable until 30 days prior to performance date. For cancellations with less than 30 days notice, we will hold your deposit and allow you to reschedule another theater party within the next year. The balance of \$250 is due no later than the performance date.

INTERMISSION: 20 minutes. If you choose to serve refreshments during intermission, your group provides the service, refreshments and clean-up. Please supply all food, beverages, utensils, paper cups, paper plates, napkins, etc. We have a coffee machine for your use. We ask that alcoholic beverages, with the exception of wine, not be served.

PRE-SHOW USE OF CLUB ROOM: You may also serve refreshments for a pre-arranged gathering in the Club Room for 1 (one) hour before the performance. Your group must provide the service, refreshments and clean-up.

CLEAN-UP: As noted above, clean-up must be done by your group.

IMPORTANT: *To reserve a theater party, please complete and sign the attached form and return it along with your \$250 deposit. The information and deposit are required in order to make your reservation. Thank you!*

Note: *If you do not have enough participants for a theater party, Group Discounts are available for parties of 15 or more for any regular performance at \$12 per ticket. For more information, call 215-843-1109 and leave a message for Michelle Moscicki.*