

Renting the Eagle Theatre during the novel Coronavirus (COVID-19)

Welcome, and thank you for choosing the Eagle Theatre to host your event during this time. The health and safety of our staff, renters, and volunteers are our most crucial priorities. To maintain the recommended safe practices, the guidelines below must be followed for the duration of your rental, please also reference the latest CDC guidelines and Executive Orders for the State of Georgia (<https://gov.georgia.gov/executive-action/executive-orders/2020-executive-orders>).

1. Face masks are both recommended and highly encouraged for everyone entering the theatre space. This includes performers while not onstage.
2. The use of the ticketing website, Big Tickets, is required during this time to accurately enforce social distancing requirements and encourage online advance ticket sales. The house will be taped to reflect the seating chart and may not be removed or altered by anyone other than Eagle Theatre staff.
3. The Eagle Theatre's maximum occupancy during this time is no more than 102 individuals or 25% of the house.
4. Performers should remain at least 6 feet apart. Any activity requiring performers to be closer than 6 feet apart should be as brief as possible.
5. The Eagle Theatre will place signage to designate a separation between cast/crew entrances and the public space. We encourage the renter to maintain the separation.
6. The Eagle Theatre staff will also close one grand staircase to manage visitor flow and minimize surface contact.
7. Concession sales are at the discretion of the Eagle Theatre and will be cashless during this time.
8. The renter is required to note in the Building Hours Sheet if there are multiple performances in a single day to ensure proper sanitization of the house and railings prior to the next show.
9. The Eagle Theatre encourages renters to refrain from post-performance meet and greets to maintain social distancing best practices.
10. Inability to follow these guidelines will result in immediate cancellation at the discretion of the Eagle Theatre staff.

If you have any questions regarding these special guidelines or would like to know how they would specifically interact with your event, please reach out to Avery Simmons at asimmons@cityofsugarhill.com or 770-945-6929.

Thank you!

Eagle Theatre Staff