

THE LIBRARY Little Theater HOUSE RULES

Welcome to THE LIBRARY Little Theater. . . .

Our Library Little Theater Usher and Usherette Team (LILTUUT) is here to make your theater experience both safe and enjoyable. If you have any questions about our services, the theater, or really just about anything, we're here to help! Below are some of the basic "House Rules" we have to help ensure a good time for all.

PLEASE OBSERVE the following

House Rules

We ask all patrons /users

- 1. To take off their footwear and use the house slippers provided, before entering the theater.**
- 2. To leave their bags at the baggage counter, except their cellphones and other valuables. The University Library Theater Management will not be responsible for any loss or damage to their valuables or property.**
- 3. Should they be taking down notes, patrons/users should only bring with them their pens and papers, no other equipment allowed.**
- 4. When using the comfort rooms, make sure all patrons/users revert to their footwear. Do not bring the house slippers to the comfort rooms. Upon return to the theater, use the house slippers again.**

Symbol-No Cell Phone

Cell phones, pda's, and other electronic devices

Turn off rather than silence all cell phones, PDA's Personal Digital Assistant (**electronic handheld information device**) , and other electronic devices. In addition to distracting those around you and disrupting the performance, interference from these devices can cause problems with our microphones and other production equipment. Patrons/users answering their phone or texting during the performance/shows will be asked to leave.

Symbol-Children

Children

Out of respect to our performers and audiences we are unable to admit children under five (5) years of age to any performance. Some productions may not be appropriate for children of all ages.

Symbol-No Food or Drink

Food and Beverages

Bottled water, candies, gums, food and beverages are not permitted inside the theater.

Symbol-No Recording Symbol-No Mic

Recording Devices

In accordance with the law RA 4200 , audio and visual recording devices of any kind (including all cameras) are strictly prohibited in our theater. Patrons/users violating this law will be asked to leave.

Symbol-No Smoking

Smoking

Smoking – including vaping or the use of e-cigarettes – is prohibited in the Theater or within 50 ft. of the University Library Building.

Theater Etiquette

Rather than stressing the Don'ts of audience behavior, we encourage you to :

1. Concentrate. If you talk during the performance you will disrupt the concentration of everyone around you and also that of the performers on stage, and you'll miss whatever is going on at that moment. By all means, avoid shouting and loud conversations.
2. Relax. Let your cares and worries go. Listen and watch for the tiniest of details and be ready to enjoy.
3. Come with an open mind. Theater often discusses very poignant social and psychological topics. Be ready to leave with more questions than you came with.
4. Enjoy new experiences. Some of our performances and shows might present ideas that are new to you or tell the story in a way you haven't experienced before.
5. Let go of reality. As storytellers we ask that you let go of reality—that you “willingly suspend your disbelief”. We may ask you to accept a piece of fabric as an impassible river and to imagine the scene outside an invisible window as the performer look across the audience and describes it. Follow us on this adventure and we'll take you to places you never dreamed of.
6. Disconnect from the outside world. Part of the magic of theater is that we can take you somewhere else; however, we can only do that with your cooperation. Please remember to turn off (not just silence) all cell phones, but also talking wristwatches. Interruptions from the outside world can ruin the show for everyone

For the Faculty Members, or Head of the Performing or Viewing Group :

1. Before using the Little Theater, they must sign in the Logbook , signifying that all Theater property are in order and have no damages or mutilations.
- 2.
3. After using the Little Theater, they must sign a Waiver in the Logbook that any damage to

the Theater, the Faculty Members or the Head of the Performing or Viewing Group will be accountable to it, with the Guard as witness. A letter will be sent to them of their accountability and to settle the same with the University Library and University Authorities.

THANK YOU!