

M. T. Pockets Theatre COMP TICKET POLICY

Purpose:

1. To thank those individuals who made a significant contribution to the production.
2. To further improve and welcome relationships between M.T. Pockets Theatre and important community members/leaders.

Complimentary tickets and/or program credits may be offered in return for loan of furnishings, costumes or other special favors. These tickets and credits should be offered sparingly and only with the specific approval of the Artistic Director or another member of the Board.

Some complimentary tickets for the season are given in return for services or large gifts. The list of organizations and individuals receiving complimentary season tickets shall be reviewed by the Executive Board as soon as practical before distribution each season.

Complimentary show tickets are offered to the cast and crew as follows:

Director and Stage Manager -- 2 tickets each

Technical Crew/Cast -- 1 ticket each

If an individual fills more than one role for a given production, or works on more than one crew, the individual will receive only 1 ticket.

It is suggested that comps should be given to people who have never been to the theatre (co-workers) and not to friends who would likely come and buy a ticket anyway.

Comp Ticket Policies:

- Complimentary ticket vouchers must be requested from the Artistic Director.
- Complimentary tickets **REQUIRE** that a reservation be made with the box office prior to opening night.
- Complimentary ticket fulfillment is contingent on available seating.
- Each complimentary ticket voucher will bear the name of the cast/crew member it was given to and the person it was presented to.
- Complimentary tickets vouchers must be presented in lieu of payment.
- The Director(s) and Playwright(s) will be admitted to each show free of charge.
- The Director/Stage Manager will provide a list of those who made significant contributions to the production for comp ticket consideration at least one week prior to opening night.
- VIP Complimentary Tickets will be distributed at the discretion of the Artistic Director.
- A list of VIPs will be established for each production.

