

Electric City Playhouse

Compensation

The following policy governs ECP productions. **Deviations from this policy require Board approval.**

Directors:

A Director of a season show will receive a stipend of \$500 for directing a play. A director of a limited run show will receive a stipend of \$300 for directing a play. The stipend will be paid at the end of the run, after strike of set, all scripts and/or scores, and the front door key are returned to the Production Manager.

A Music Director will receive a stipend of \$500 for musical direction of a play; which includes providing accompaniment during the rehearsal process. If another accompanist must be secured for rehearsals, payment for such person will be deducted from the Music Director's stipend. A Music Director who also provides accompaniment during a show will receive a stipend of \$50/show. The stipend will be paid at the end of the run.

Musicians:

A musician will receive a stipend of \$50/show for performing in a play; as well as \$25 per rehearsal up to a maximum of 2 rehearsals (\$50). The stipend will be paid at the end of the run. A musician is not compensated for playing pre-show performances or for performing in special events.

Note: Complimentary tickets may be provided to those who are involved in productions and who do not receive a stipend. Complimentary tickets are to be redeemed for open seating at the first Thursday dress rehearsal, opening night Friday, or the first Saturday of the production in which he/she is involved.

Actors/Singers:

Each adult actor/singer in a play will receive two complimentary tickets for performing. Such complimentary tickets must be used by the holder at final dress rehearsal on the Thursday evening before opening night, Friday opening night, or Saturday of the first weekend. An actor or singer in a special event receives no compensation for performing.

Others:

The Production Manager, in collaboration with the President and one additional member of the Executive Committee, determines which, if any, crew members assisting with the production receive two complimentary tickets.

Front of House Volunteers:

Persons volunteering as Greeter, Seater, Concession Stand Worker, and 50/50 Raffle Worker will each receive one complimentary ticket for the evening/matinee show that he/she is working, provided that seats are available. On the occasion that seats are needed for paying customers, the worker will be offered a complimentary ticket for another show in the same run, if seats are available. In such case the

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volunteer would have to come to the theatre and would be given a seat at 10 minutes prior to production time when available; reserved seats are not available until that time.

General:

Board members are subject to the same compensation policies for serving in any of the above capacities.

Reimbursement for Expenses incurred for a production and/or special event:

Expenses pre-approved by the Production Manager are payable upon submission of ECP "Check Request" form with original receipts attached. The form is available from the Production Manager and is to be returned to the Production Manager who will check it and then submit it to the Office Manager. Requests MUST be submitted no later than 30 days from close of show. Requests submitted after the 30-day date will not be honored.