



**District of Columbia
Arts Center**

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Using the DC Arts Center Theater during the COVID-19 pandemic

We are eager to reopen and present live performances, but it will matter little if audiences think that it is not safe to come to a theater; they will simply stay away. We see it as our responsibility to ensure their safety and assure them that we are doing everything possible to protect them from the virus. Before you think about booking a performance at DCAC you must consider how you will protect our staff, your cast, your crew, and your audience. You will be required to submit a “Performance Safety Plan” which will provide us with important information in order to allow your performance to take place in our facility. We take these precautions to protect our staff and potential audiences, as well as striving to prove that performing spaces can safely operate in the District of Columbia.

Audiences

The first thing to consider will be the restrictions placed upon us by the Government of the District of Columbia. As of yet there is no concrete guidance, but if we follow the lead of other states in a phased reopening, we can assume two things: we must maintain social distancing and we will be limited to the number of people who can gather. For our audience that means removal of seats so that no one can sit within six feet of one another, which will result in an audience of 8 people. You need to consider whether that amount of ticket sales is acceptable for your budget.

Those 8 people will need to have purchased their tickets and submit their contact information prior to coming to DCAC. We will not sell tickets at the door, and not allow people to enter without identification that matches the reservation list. Also, all audience members will be required to wear face coverings. If they arrive without a mask DCAC is prepared to provide one.

Your cast and crew

Your responsibility to your cast and crew starts before you arrive at DCAC. You need to know the status of each person who will be involved with your production. We will require the following information before you enter the building:

· A list of everyone involved with your production and their contact information.

Performance Safety Plan:

· Has anyone had COVID 19?

· Has anyone been exposed to someone with COVID 19?

· Has anyone been tested for COVID 19?

· Is anyone showing symptoms of COVID 19?

· Who is responsible for checking these things, and where are they recording it?

· Do you have complete contact information for everyone in your production?

You have the responsibility for the safety and comfort level of your cast and crew backstage. There is limited space backstage, and while DCAC will make every effort to make sure the area is cleaned between uses, your protocols for performing will directly affect the safety of your ensemble, our staff and your potential audience.

· **Who will check the temperature of everyone involved with the show?**

· **Who will monitor for symptoms?**

· **How will you ensure social distancing during your time at DCAC?**

· **How will you ensure that everyone has appropriate face covering?**

· **How much hand sanitizer will you have and where will it be placed?**

· **How will you control use and cleanliness of the backstage restroom?**

· **How will you ensure that costumes and props are virus free?**

· How will you ensure that no cast or crew comes within 6 feet of audience members?

This list of requirements is subject to change depending on guidance from the DC Government or the Center for Disease Control. We are relying on the cooperation from the groups who wish to use our theater to meet and surpass requirements from those entities in order to encourage audiences to return to theaters. We don't want to book a complete schedule of performances and not have audiences to see them because they are afraid.

For everyone's safety, we will enforce these guidelines to the fullest degree. Failure to cooperate and present this information to DCAC prior to your scheduled event will result in cancellation of that event and jeopardize any future bookings with DCAC.

Artist (signature)

Artist (print)

Date

Name of production