

Friends and Family

The Friends and Family arrangement is a discounted option offered to members in good standing who want to use the main stage for a presentation.

The arrangement allows members to invite non-members and/or members to see a reading, a play, a solo performance, or a cabaret in our space with limited production values.

1. Base Rate: \$250.00. This includes Pre-Show and General Wash Lighting from our Standard Rep Plot in our Lighting Grid. It also includes up to five sound cues. Our in-house staff will program these into Q-Lab. If a member requires more cues, you must come to the board to discuss technical needs. Once the scope of work has been digested – a rate that encompasses the cost of the technical aspects of the evening will be presented to the member. (This may take a few days to coordinate.)
2. A Theatre West Stage Manager must be present during the performance.
3. NO Admission can be charged at the door. This also includes NO donation.
4. Payment for the use of the space will be made to Theatre West when upon approval from the Board of Directors.
5. Ensure that you have booked the space in the Calendar once the project is approved.
6. The theatre must be cleaned after use.
7. A reception can be held in the lobby and alcohol can be served, but selling alcohol is prohibited.
8. If there is a reception, the lobby must be cleaned, and trash must be emptied.
9. Marquee billing is not given to Friends and Family events.