# TINLEY PARK PERFORMING ARTS CENTER FREQUENTLY ASKED QUESTIONS

#### **GROUP TICKET ORDERS**

Group orders generally require 10 tickets to receive a discount, although, the group minimums vary for certain productions and performances. Please contact 708-342-4212 or email <a href="mailto:erin.cortilet@tinleyparkdistrict.org">erin.cortilet@tinleyparkdistrict.org</a> at least one week prior to performance. There are no group discounts or refunds on the day of show. Full payment is due at the time of purchase. Cash, check or credit card (Visa, Discover, MasterCard) are accepted. Checks can be made payable to Tinley Park-Park District.

# **BOX OFFICE**

Ticket prices generally vary from \$8-12 per for Comedy Improv, Kidz, Children/Emerging, Teen/Veterans and Community Theater shows. Tickets are sold as "General Admission" therefore seating is not assigned or reserved, and are occupied on a first-come, first-served basis. There are no handling or service fee charges for tickets online, in person or at the box office. All tickets must be purchased unless children are 2 and under that will sit on a lap are free/no ticket issued.

<u>CASTMEMBERS:</u> A maximum of four (4) tickets are available for purchase during the pre-sale week for cast members only (usually 2 1/2-3 weeks prior to production weekend). Please confirm with the director or Park staff on these dates. There are no comp tickets for cast or crew. Tickets can only be purchased in person at the Tony Bettenhausen Recreation Center (8125 W. 171st Street) for pre-sale tickets.

Public ticket sales usually start two weeks prior to show and will be available for purchase at the Recreation Center front desk or online at www.tinleyparkdistrict.org. At this point, families and the public will be able to buy tickets to any show. People will also be able to exchange (no refunds) tickets if they would like, as long as tickets for the show they want remain. Doors open apprx 20-30min before show time.

Online tickets will close on the Thursday prior to show/s. Online tickets can be redeemed at the box office of the Performing Arts Center starting 30 minutes prior to show start only. You must have receipt # to claim tickets.

Any tickets that remain can be purchased at the Tinley Park Performing Arts Center box office starting 30 minutes prior to show. Ticket sales for most events close approximately 15 minutes after curtain.

# **PARKING**

The Tinley Park Performing Arts Center is located at 16801 S. 80<sup>th</sup> Avenue, Building C, Tinley Park on the east side of the street at McCarthy Park. There are two entrances/exits to the ground level parking lot. Handicapped accessible stalls are available near the McCarthy Recreation Building and Performing Arts Center.

#### THEATER RENTALS

The Tinley Park Performing Arts Center is the home of our very own Tinley Park Community Theater, Tinley Park – Park District's Kidz, Children's & Teen's Theaters and many other performing arts programs. The theater seats 120 people. The theater is available for rentals for corporate meetings, theater performances, entertainment venues, and more. Please call (708) 342-4200 for more information.

## THEATER RENTAL RULES & REGULATIONS

- No smoking in any park district building.
- No glitter, confetti or similar items are allowed.
- Renter should not disturb any of our production equipment. Any damages to equipment, stage or theater will be charged to renter.
- Renter must be out of the facility (ies) by the listed end time.
- You will be charged \$50 per half-hour for going over scheduled rental time.
- The rental of the building does not include exclusive use of the grounds and parking lots. The Park is open to the public.
- PARKING IS ALLOWED IN THE South lots only. There is NO PARKING allowed in the maintenance (Gated Area).
- A Park District staff will be on duty throughout your event to assist.
- No food or drink is allowed in the theater unless otherwise agreed upon by the renter and Park District.
- No gambling, alcohol or bachelor/bachelorette parties.

### **ACCESSIBILITY**

Individuals with accessible needs will be allowed into the theater for priority seating. Designated areas are available for wheelchair seating. One additional ticketholder may accompany the wheelchair ticket holder during priority seating and sit in the designated area. The wheelchair designated seating is on the far sides (east and west) of the main floor. Ticket prices vary depending on production. Call 708-342-4200 or email <a href="mailto:info@tinleyparkdistrict.org">info@tinleyparkdistrict.org</a> for additional information.

PLEASE NOTE: Tinley Park Performing Arts Center staff and ushers are not able to assist patrons in transferring to or from a wheelchair, theater seat or vehicle; operate motorized mobility aids such as scooters; or to provide personal attendant services such as assisting patrons in the restroom, with taking medications, or with similar activities.

For individuals that seek a sign language interpreter or assistive listening devices during the performance, please notify the Tinley Park-Park District at least two weeks in advance of the date of performance. Please contact 708-342-4200 or email <a href="mailto:info@tinleyparkdistrict.org">info@tinleyparkdistrict.org</a>.

#### SERVICE ANIMALS

Service animals are permitted at all Tinley Park-Park District facilities. The Americans with Disabilities Act (ADA) defines a service animal as any dog, such as a guide dog or signal dog that is individually trained to provide assistance to an individual with a disability. Service animals must be harnessed, leashed or tethered at all times, unless special circumstances exist, and will be required to rest under the seat of the individual with a disability, not in an aisle. A guest whose service animal poses a threat to the safety of other guests and employees, or whose animal is not housebroken, may be asked to escort the animal off the premises. If you are an individual bringing a service animal, we strongly recommend that you contact 708-342-4200 or email info@tinleyparkdistrict.org.