



Public Group Information & Policies



Dear Group Leader:

Thank you for your order. **Please read the following information carefully.** If you have any questions, please call

952-979-1119 or email groupsales@stages theatre.org.

We look forward to seeing you at the show!

GROUP RATES

Friday Evenings and Weekends: \$10.50 per seat

Weekday Matinees: \$8.00 per seat

****This excludes Rudolph the Red-Nosed Reindeer: The Musical * Swimmy. ****

Rudolph the Red-Nosed Reindeer: The Musical Prices:

Evenings and Weekends: \$18.00 per seat

Weekday Matinees: \$9.00 per seat

Group rates assume a single payment (Stages Theatre Company does not accept purchase orders) for parties of ten or more. Groups whose individual members wish to pay separately must collect from those members and present a single payment to Stages Theatre Company.

There is a \$10.00 per order processing fee for all group orders.

PAYMENTS/DEPOSITS

A 20% nonrefundable deposit is due within two weeks of receiving your first invoice. Reservations not confirmed with a deposit may be cancelled for sold out performances. If you have made a reservation and find that your group cannot attend, please notify Group Sales at 952-979-1119 as soon as possible.

- **Final attendance numbers and payment are due TWO WEEKS prior to your performance date.**
- **Groups are responsible for full payment for the number of tickets being held two weeks prior to the performance.**
- Orders placed less than two weeks before the performance must be paid for in full at the time the reservation is made.
- If the projected attendance numbers change dramatically between the time the deposit is paid and the final payment is due, please call with an update as soon as possible.

CANCELLATIONS

- There are no refunds for unused tickets.
- Ticket vouchers will be issued for unused tickets for up to 10% of the total group size.
- **If a cancellation is made less than two weeks before show date, payment for cancelled tickets is required.**



LOCATION

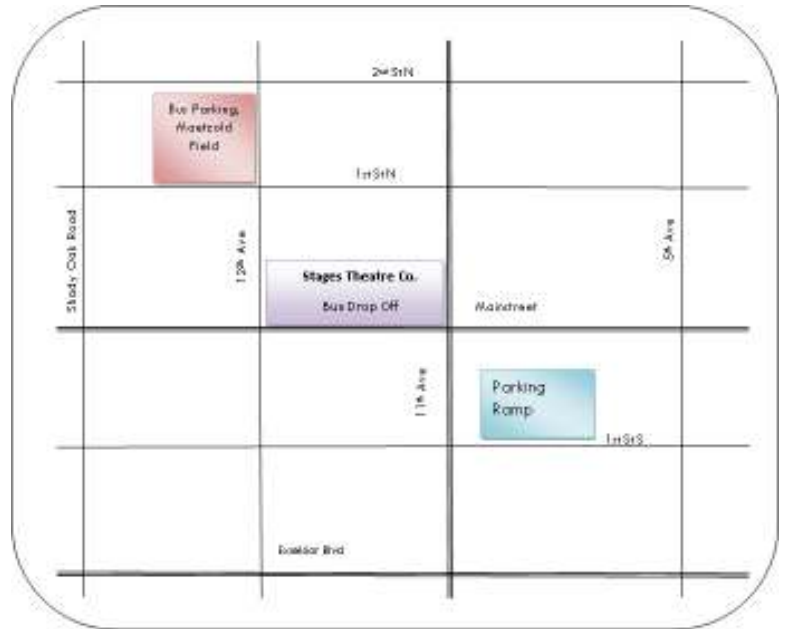
Hopkins Center for the Arts
1111 Mainstreet, Hopkins.

DROP OFF & PARKING

Bus/Large Vehicle Load and Unload on Mainstreet
Do not block the Metro Transit stop on Mainstreet.

FREE Parking for 3 hours-Smaller vehicles in the
Municipal Parking Ramp on 11th Ave

Bus Parking –Maetzold Field at 1st Street and 12th Ave



ARRIVAL and SEATING

- Please arrive at least 20 minutes prior to the scheduled performance time.
- Late-arriving groups may need to be split up and seated in smaller groups.
- **Reserved Seating**-groups attending a performance in the Mainstage Theatre will be assigned seating at the time a reservation is made.
 - Tickets can be mailed or picked up at the Box Office at the will call window the day of the show.
- **General Admission**- performances in the Hopkins Jaycees Studio are general admission. Seating begins 30 minutes before the performance.
 - Tickets can be mailed or picked up at the Box Office at the will call window the day of the show.

STUDY GUIDES

Educational Study Guides are available online at www.stagestheatre.org approximately one week before each production begins. Group Leaders will be emailed the study guide, for the production reserved, as soon as it is available.

ACCESSIBILITY

The Hopkins Center for the Arts is wheelchair accessible, and American Sign Language(ASL) interpretation, Audio Description(AD), and Open Captioning(OC) are available on selected performance dates. Assisted Listening Devices are available for all performances in the Mainstage Theater and can be requested at the Box Office the day of.

WHEELCHAIR, ASL, AD, OC, & OTHER SPECIAL SEATING must be requested at least 48hrs before the performance.