

EVACUATION PLAN

FOR THE STANFORD CALDERWOOD PAVILION AT THE BOSTON CENTER FOR THE ARTS



527 Tremont Street
Boston, Massachusetts

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1.0 PURPOSE OF PLAN

This evacuation plan has been established for the Calderwood Pavilion at the Boston Center for the Arts, 527 Tremont Avenue, to ensure a complete understanding of procedures to follow when there is a situation leading up to the possibility of an evacuation.

Potential evacuation could be caused by, but not limited to; fire, biological threat, bomb threat, flood, gas leak, or building system malfunctions. Evacuation is mandatory when the fire alarm system for the building is activated, or initiated by the Boston Police Department (BPD), Boston Fire Department (BFD), or other recognized authorities.

An effective evacuation requires the cooperative efforts of various departments and city agencies including, Base Building, Boston Fire Department and Boston Police Department. A cooperative effort is also necessary from the building occupants. This plan assigns duties to particular individuals involved with the evacuation process, which is critical to a quick and smooth evacuation. The assignments will include a list of fire marshals in appendix C.

The plan also describes the fire alarm system and egress routes to educate building occupants and those involved in emergency evacuation.

This plan contains emergency phone numbers (Appendix E).

2.0 OVERVIEW OF BUILDING

Knowledge of the building layout is critical information for a quick and safe evacuation. Atelier 505 is a mixed use ten-story building plus 2 levels of parking below. The Calderwood Pavilion is contained on the first three floors of the building at 527 Tremont St. The first floor consists of the Wimberly Theatre, the Roberts Theatre, a lobby area, Box Office, and dressing rooms. The second floor consists of the mezzanine levels of the theatres, two rehearsal halls, lobby, administrative offices, and dressing rooms. The third floor consists of administrative offices, and mechanical rooms.

The main entrance (southeast) is located on Tremont Street. This entrance opens up to the main lobby and Box Office, there is a stairway that connects to the second floor lobby and rehearsal halls. On the second floor there is a stairway that connects to the third floor and administrative offices. There is also a stairway to the northeast that connects the second and third floor to the ground level and street access through the adjoining restaurant. Northwest of the main lobby is the Wimberly Lobby. The Wimberly Lobby can be exited from through the main lobby (southeast) or the Roberts lobby (northwest). Continuing northwest is the Roberts Theatre lobby and access to the backstage area to the northeast. There is one stairway off the Roberts lobby that connects to the second and third floor and has exit access to Warren Ave. Backstage also has an exit to Warren Ave and a stairway that connects to the second floor dressing rooms.

Fire extinguishers are located in the main corridors and in common areas throughout the building. Alarm pulls are located on each floor near the stairways and exits. The building is protected by a fire sprinkler system. Appendix A contains critical exit access information and a sample Evacuation Map.

3.0 FIRE EXTINGUISHERS AND FIRE ALARM

Fire extinguishers are available in common areas throughout the facility. The use of fire extinguishers is restricted to the A.C.E.S. fire plan (as defined in section 5) and will only be used by trained individuals. Extinguishers are to be used to put out a small fire or to assist in escaping from a large fire without risk to operator safety. All personnel should know the location and types of fire extinguishers in their area and know how to use them.

Our Fire Alarm triggers many automated features when it goes into evacuation mode. These include the following:

- Flashing Strobes and Automated Audio Announcements
- Emergency and House Lighting come on automatically
- Audio systems in the theatres are automatically muted
- Fire Doors will close, either by release of magnetic catch or other door hardware.
- Fire Curtain will be released
- A smoke exhaust system is activated for the stage house
- Fire shutters at the BCA entrance (Grand Stair Landing) will drop.
- Elevators return to 1st floor and are available only for firefighter use.

Staff and Fire Marshals should be aware of these features and be vigilant to make sure that there are not obstructions to the fire doors and fire curtain.

It is possible that a fire alarm may not require evacuation. Please pay close attention to and follow the automated audio instructions.

4.0 ORGANIZATION AND RESPONSIBILITY

The Calderwood Pavilion is operated and managed by the Huntington Theatre Company. The following sections outline the roles and responsibilities for Huntington staff that have been assigned in the event of an emergency evacuation.

4.1 Evacuation Director (House Manager or Designer)

The Evacuation Director is responsible for:

- Assessing the situation and directing emergency response actions until Emergency Responders (BFD, BPD) arrive
- Alerting Base Building of the emergency situation
- Providing assistance and acting as a liaison between the Calderwood Pavilion and Emergency responders
- Oversee and assist with evacuation procedure to ensure an effective evacuation is conducted.
- Become familiar with all areas in which he/she may occupy; review the emergency evacuation floor plan, which shows exit routes (primary and secondary means of egress), fire alarm-pull stations, location of fire extinguishers, and other emergency equipment.

4.2 Stage Managers

The Stage Managers are responsible for:

- Stopping the show and announcing the emergency to theater audiences.
- Informing the cast and crew members and overseeing the back stage evacuation.

4.3 Fire Marshals/ Usher Responsibilities

The Fire Marshal/ Usher is responsible for:

- Supervising the evacuation of a specific area; usually this will include a section of a floor. Fire marshals will be responsible for asking all occupants and personnel in their areas to evacuate the building; areas include bathrooms, offices, dressing rooms, rehearsal halls and support areas.
- Directing all occupants to stairs and avoiding the use of elevators.
- Closing all doors upon evacuation.
- Once outside the building, directing all personnel to the designated meeting locations:
 - **On Tremont Street at the BCA Courtyard**
 - **On Warren Ave sidewalk adjacent to rear of Cyclorama near Clarendon Street**
- Make reasonable efforts to determine if there are missing persons from their area and provide department head with names of missing persons as feasible.
- Fire marshals will determine if anyone in their area may need special assistance in the event of an alarm. When the alarm sounds and someone cannot evacuate his/her area for whatever reason, the fire marshal or designee should assist the individual to the safe refuge area, typically a stairwell. Assign someone to wait with this person while another person notifies emergency responders (BFD, BPD) that assistance is needed.

4.4 Staff Member Responsibilities

Staff members are responsible for:

- Becoming aware of their egress routes and the location of the evacuation gathering point
- Evacuating the facility upon activation of the fire alarm system
- Assisting fire marshals with the evacuation of all occupants including individuals requiring special assistance

4.5 Pavilion Management

The House Manager, Pavilion Manager and Production Coordinator will be responsible for:

- Becoming familiar with the evacuation guidelines set forth in this plan.
- Ensuring that new and existing employees are familiar with the guidelines set forth in this plan.
- Ensuring that new and existing renters are familiar with the guidelines set forth in this plan.
- Designating and assigning fire marshal(s) for his/her area, and alternate fire marshals in his/her absence, and assign replacements when employees leave.
- Identifying persons that may require special assistance in the event of a building evacuation.

5.0 EVACUATION PROCEDURES (NO PERFORMANCE)

The majority of activities at the Calderwood Pavilion are conducted at times when performances are not being held in the theatres.

Upon the detection of fire or smoke the A.C.E.S. fire plan is to be followed. The fire alarm system is to be activated and building evacuation is to be conducted. The following describes the steps of the A.C.E.S. fire plan:

Alert Activate the nearest alarm-pull box, dial 911, and report the exact location of the fire. **DO NOT HESITATE IN ACTIVATING THE ALARM-PULL BOX UPON THE DETECTION OF FIRE AND/OR SMOKE.**

Confine Close all doors in fire area to confine fire and smoke.

Evacuate When the fire alarm sounds, immediately evacuate the building and, once outside, report to your supervisor. In order to account for all individuals after a building evacuation, it is critical to meet at the designated rally point outside and away from the building. The designated rally points for the Calderwood Pavilion are:

- On Tremont Street at the BCA Courtyard
- On the Warren Ave sidewalk adjacent to the rear of the Cyclorama near Clarendon Street.

Fire marshals will conduct floor sweeps in their designated areas to ensure all employees have been evacuated from the building. The fire marshals will then exit the building and report to the gathering point. Fire Marshals will report the location of any missing/trapped individuals to the Evacuation Director who will be located near the door to the BCA on Tremont Street. The Evacuation Director will notify the Boston Fire Department of the location of any individuals still in the building.

Special Assistance Pre-designated staff will assist all persons who require special assistance to be evacuated from the building to a pre-designated area of safe refuge on the floor in which they work, or to the nearest stairwell. A fire marshal or staff member will wait with them while another person notifies emergency responders that assistance is needed.

Table 1 outlines the Fire Marshals' assigned areas.

Table 1

<i>Title</i>	<i>Assigned Responsibility</i>
Pavilion Manager	Direct staff from 2 nd floor offices, rehearsal halls and 2 nd floor lobby to the nearest available emergency exit(s).
Production Coordinator	Direct staff from 3 rd floor offices to the nearest available emergency exit(s).
Box Office Coordinator	Direct staff from box office and 1 st floor lobby to the nearest available emergency exit(s).
House Carpenter	Direct staff from the Wimberly stage to the nearest available emergency exit(s).
House Sound Engineer	Direct staff from the Roberts studio to the nearest available emergency exit(s).
House Electrician	Direct staff from dressing rooms on 1 st and 2 nd floor to the nearest available emergency exit(s).

Each evacuation team member, upon completion of their assigned duties, must report to the Evacuation Director and report whether their section is all clear, or if someone is inside and needs additional assistance to evacuate. Should someone still be inside, the reporting evacuation team member must provide the House Manager with the location of the individual (if possible) or an approximate location of the individual. The House Manger will notify BFD of anyone needing assistance to evacuate.

5.1 Evacuation During Night Time and Weekend Work

On occasion, production schedules and rehearsals require staff and renters to be in the building at night and on weekends. During off hours work, Pavilion Management or their Designee will be responsible for fulfilling the role of Fire Marshal. The Pavilion Manager must inform renters of the evacuation procedures for their respective areas and the location of the gathering point. Renters are expected to immediately evacuate the building upon activation of the facility fire alarm system.

6.0 EVACUATION DURING PERFORMANCES

The following procedures have been established for implementation if an evacuation is required during a performance in the Wimberly Theatre and/or the Roberts Theatre. The procedures below have been established for emergencies requiring a temporary stoppage of a performance; emergencies that require investigation before deciding to evacuate; and for emergencies requiring immediate evacuation of the theatre. Please note that activation of the fire alarm will begin an automated sequence, and the alarm system will issue audio instructions.

6.1 Emergencies Requiring a Temporary Stoppage of Performance

Occasionally there are events that occur during performance that require a temporary stoppage of a performance. Such events may include medical emergencies, disaster alert or technical difficulties with the production. These situations do not include events that would require a fire alarm. In the event that a performance needs to be stopped while the situation is dealt with, the stage manager or house manager should make the following announcement:

Ladies and Gentlemen, may I have your attention, please. Due to an emergency, we are going to stop the performance at this time. We ask that you remain calm and please remain in your seats. We are currently dealing with the situation, and further instructions will be provided if required. We will resume the performance as soon as possible. We ask again that you please remain in your seats, and we thank you for your patience and cooperation.

All evacuation staff and fire marshals should immediately report to their assigned locations and remain in place until the situation is resolved. If an evacuation is subsequently required, the evacuation procedures outlined in *Emergencies Requiring an Evacuation* should be followed.

6.2 Emergencies that activate the Fire Alarm

There may be an emergency in the Theatre Pavilion or another portion of the Atelier 505 building that triggers our Fire Alarm. The fire alarm system will bring up the house lights, turn on emergency and egress lighting, and shut down the sound system.

The following sequence will occur:

- 1) The system will sound a repeated audible chime
- 2) A recorded message containing the following information will follow:

The signal tone you just heard indicated a report of an emergency in this building. If your floor evacuation signal sounds after this message, walk to the nearest stairwell and leave the floor. While the report is being verified, occupants on other floors should await further instructions.

All evacuation staff and fire marshals should immediately report to their assigned locations.

An evacuation signal is indicated by a loud synchronized three pulse temporal pattern signal in combination with flashing strobes. If the evacuation signal is activated procedures outlined in *Emergencies Requiring and Evacuation* should be followed.

If the evacuation signal does not occur, all evacuation staff and fire marshals shall remain at their assigned locations until the situation is resolved.

6.3 Emergencies Requiring an Evacuation

An evacuation of the theatres during an emergency must be conducted in a deliberate and orderly fashion. Responsibilities have been assigned to Calderwood Pavilion staff to ensure each individual involved in the evacuation can efficiently conduct their assigned duties. In the event of an evacuation, the following procedure shall be followed:

House Manager (Evacuation Director)

The House Manager acts as the Evacuation Director during any evacuation of a theatre during a performance. The house manager is responsible for the coordination of the evacuation and ensuring that all patrons and personnel are evacuated from the building. In the event of an evacuation, the house manager and their assignee shall:

1. Contact the stage manager(s) by headset or phone (xxx) and inform them that an evacuation is necessary.
2. The fire alarm should be triggered if it is not already by pulling the nearest alarm pull.
3. Call 911 and inform them of the nature of the emergency.
4. Immediately notify the Base building of the emergency by calling xxx.
5. Ensure Fire Marshals and staff know their responsibilities and have reported to their designated posts.
6. Act as a liaison between the Calderwood Pavilion and emergency responders (BFD, BPD, etc.)
7. Keep in contact with Fire Marshals and notify BFD of any individuals who have to be evacuated due to physical handicap or entrapment in the building.

Stage Manager

1. Instruct performers and crew to stop the show. The house and emergency lighting will come up automatically with the fire alarm. The Sound Systems will also shut down automatically.
2. Inform the cast and crew, and evacuate the backstage area and dressing rooms.
3. Report to the Evacuation Director when the backstage area has been evacuated. Inform the Evacuation Director of any individuals who need to be assisted during the evacuation.

Usher/ Fire Marshal Responsibilities

Ushers/ Fire Marshals are responsible for the evacuation assigned areas within the theater. Table 2 outlines the ushers assigned areas.

Table 2

<i>Title</i>	<i>Assigned Responsibility</i>
Head Usher Wimberly	Direct Patrons from the Wimberly house right mezzanine and 2 nd floor lobby to the nearest available emergency exit(s).
Head Usher Roberts	Direct patrons from the Roberts house left to the nearest available emergency exit(s).
Ticket taker main lobby	Direct Patrons from the Wimberly house right and 1 st floor lobby to the nearest available emergency exit(s).
Coat Check	Direct Patrons from the Wimberly house left and 1 st floor lobby to the nearest available emergency exit(s).
1 st Floor Concessions	Direct Patrons from the Roberts house right and 1 st floor lobby to the nearest available emergency exit(s). Also checks 1 st floor restrooms.
2 nd Floor Concessions	Direct Patrons from the Wimberly house left mezzanine and 2 nd floor lobby the nearest available emergency exit(s). Also checks 2 nd floor restrooms.
Head Usher Rehearsal Hall	Direct Patrons from the Rehearsal Halls and 2 nd floor hallway to the nearest available emergency exit(s).
Security Guard	Assist with lobby evacuations and special needs patrons.
Volunteer Ushers	Direct patrons to the nearest available emergency exit.
Fire Marshals	As defined in Table 1
Additional Staff	Assist Fire Marshals as required

Each evacuation team member, upon completion of their assigned duties, must report to the Evacuation Director and report whether their section is all clear, or if someone is inside and needs additional assistance to evacuate. Should someone still be inside, the reporting evacuation team member must provide the House Manager with the location of the individual (if possible) or an approximate location of the individual. The House Manger will notify BFD of anyone needing assistance to evacuate.

7.0 BUILDING CLOSURE AND RE-ENTRY PROCEDURES

7.1 Evacuation Notification Procedures

It is the responsibility of the department or authority that closes the building to notify key departments on the closure:

- Huntington Theatre Company # XXX-XXXX
- Base Building # XXX-XXXX
- Boston Center for the Arts # XXX-XXXX

Fire Marshals, at the direction of the Evacuation Director, may assist in the monitoring of building entrances. The building will remain officially closed until further notice from the appropriate authorities (BFD, BPD).

7.2 Re-entry Notification Procedures

Re-entry will be allowed when the Boston Fire Department or the authority having jurisdiction has cleared the building. This will be indicated by the de-activation of the alarm system or through a verbal notification by the Fire Department. Pavilion staff can only turn off the alarm when directed by the Boston Fire Department.

It is the responsibility of the department or authority that closes the building to notify key departments before authorizing re-entry:

- Huntington Theatre Company # XXX-XXXX
- Base Building # XXX-XXXX
- Boston Center for the Arts # XXX-XXXX

8.0 TRAINING

The following sections outline the evacuation plan training requirements. Initial training will be conducted for responsible individuals within the evacuation plan, and periodic refresher training will be provided when facility, personnel or procedural changes are made.

8.1 Initial Training

Employees expected to perform duties under this evacuation plan are provided training prior to assuming their roles. The Huntington Theatre Company conducts a one-hour Fire Marshal Training to all fire marshals prior to them performing duties under this plan. Fire marshal training includes, but is not limited to, roles and responsibilities, notification procedures, evacuation procedures, gathering points and accounting for personnel. Additional training will be provided when the Evacuation Plan is amended or changed due to facility or personnel changes.

Fire Marshals will educate staff on the evacuation procedures for their respective areas. Renters are provided information regarding the location of the nearest exit and evacuation gathering point at the beginning of their contract.

8.2 Refresher Training

Periodic refresher training will be provided to responsible individuals identified in this plan. The Evacuation Director, with assistance from the Huntington Theatre Company, will conduct the refresher training. Refresher training will be provided annually and when deficiencies in the plan are discovered or the plan is amended as a result of the annual review.

9.0 ANNUAL REVIEW AND EVACUATION DRILL

This Evacuation Director, with assistance from the Huntington Theatre Company, will conduct an annual review of this plan. An evacuation drill will be conducted as part of the annual review.

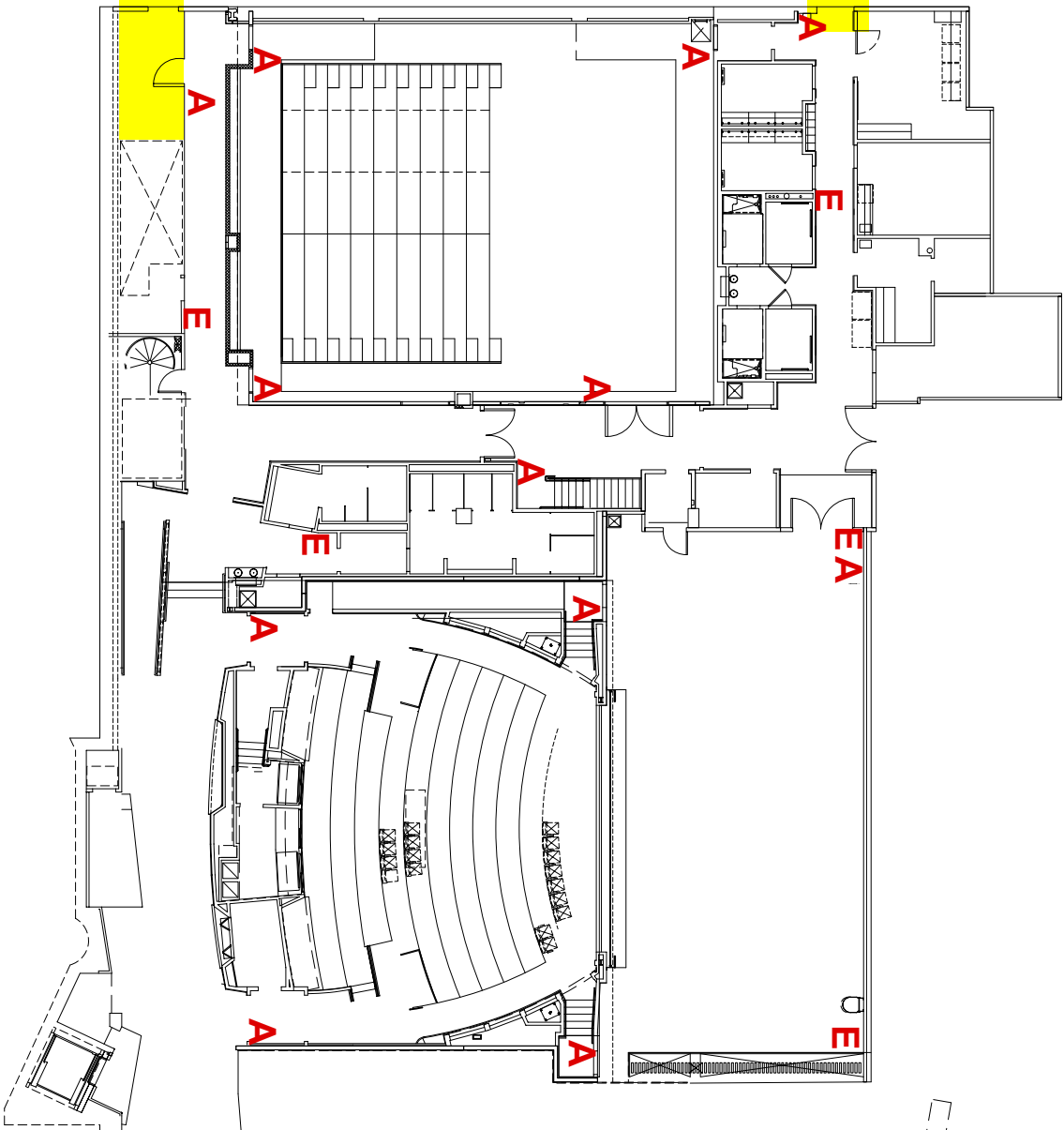
Items that should be taken into consideration during the review include, but are not limited to, evacuation drill critiques, information provided by the fire marshals, and facility changes. The Evacuation Plan will be amended to reflect any facility or personnel changes affecting the Plan.

APPENDIX A
STAIRWELL ACCESS INFORMATION

STAIRWELL	ACCESS
South Stairwell (Main Lobby) First Floor to Second Floor	The south stairwell connects the first floor lobby to the second floor lobby with exit access on the first floor past the box office.
Southeast Stairwell (Rehearsal Halls) Second Floor to Third Floor	The southeast stairwell connects the second floor rehearsal hall to the third floor offices.
North Stairwell (Base Building stair 5) First Floor to Third Floor	The north stairwell connects the first floor to the second and third floor with exit access on the first floor.
East Stairwell (Backstage) First Floor to Second Floor	The east stairwell connects the first floor backstage area to the second floor dressing rooms.
Southeast Stairwell (Base Building stair 3) First Floor to Third Floor	The southeast stairwell connects the second and third floor to exit access on the first floor.




WARREN AVENUE



TREMONT STREET

LEGEND

A	Alarm Pull Box
E	Fire Extinguisher
	Egress

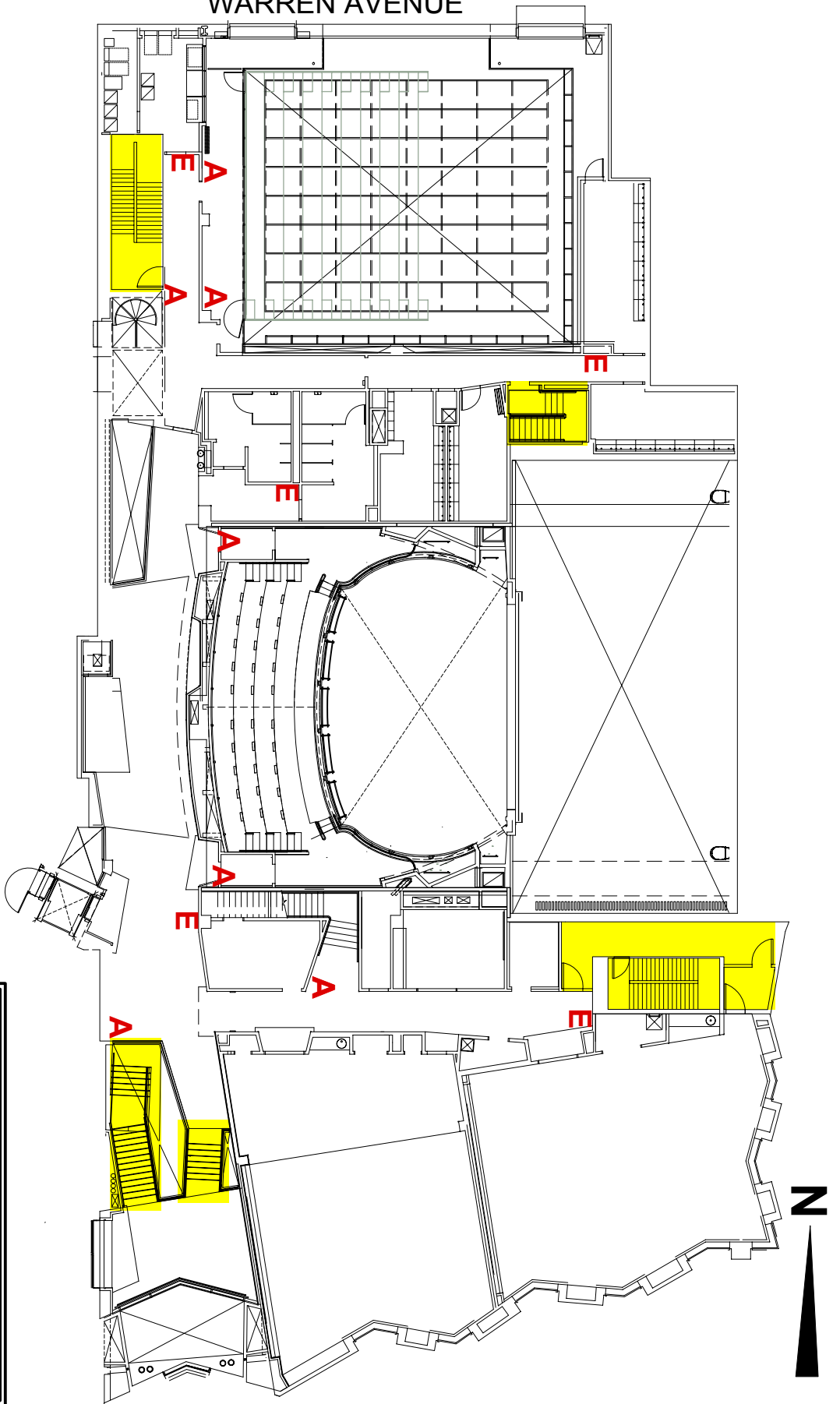
CALDERWOOD PAVILION

527 TREMONT STREET

EVACUATION PLAN MAP


FIRST FLOOR

WARREN AVENUE



TREMONT STREET

LEGEND

A	Alarm Pull Box
E	Fire Extinguisher
	Egress

CALDERWOOD PAVILION

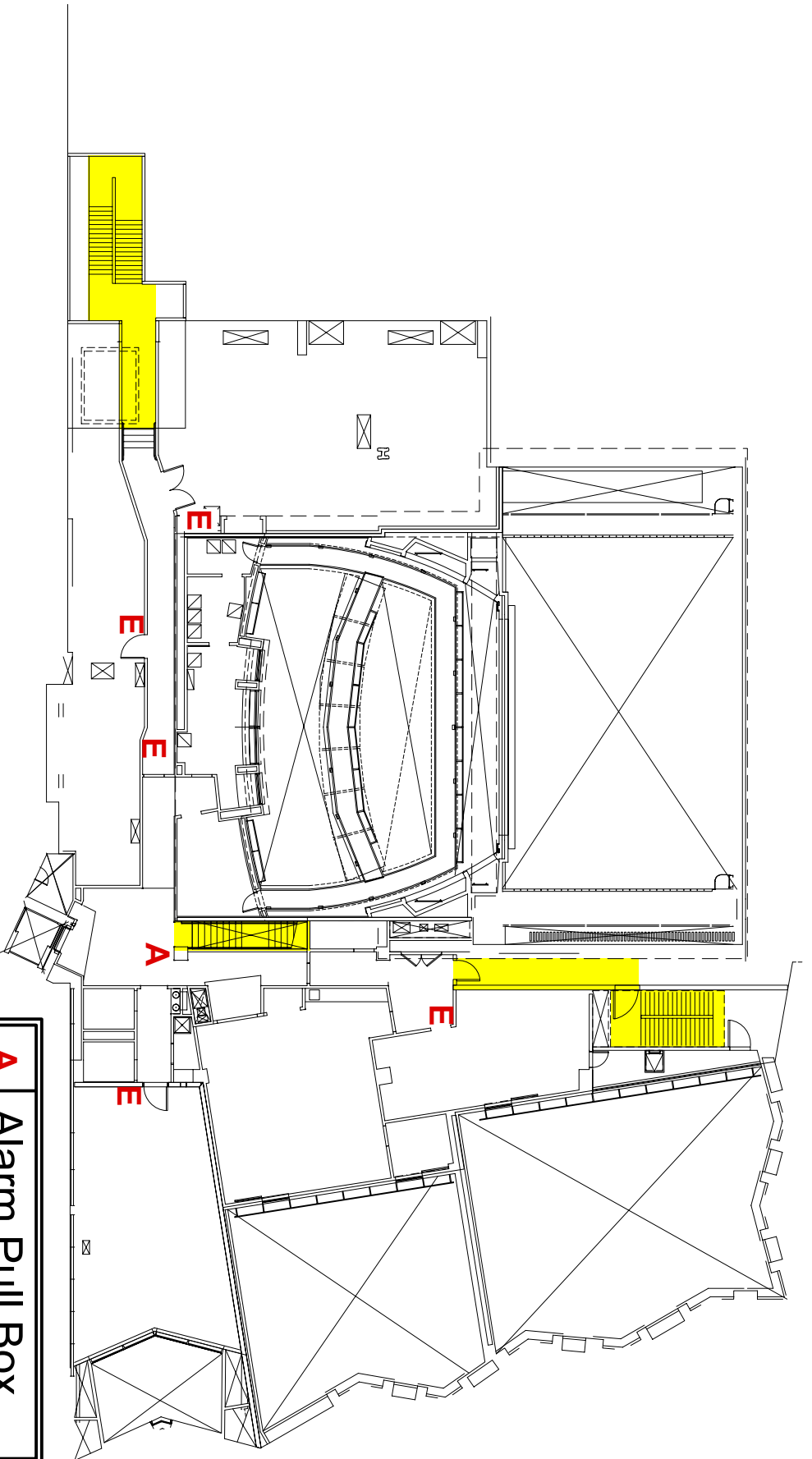
527 TREMONT STREET

EVACUATION PLAN MAP

SECOND FLOOR




WARREN AVENUE



TREMONT STREET

LEGEND

A	Alarm Pull Box
E	Fire Extinguisher
	Egress

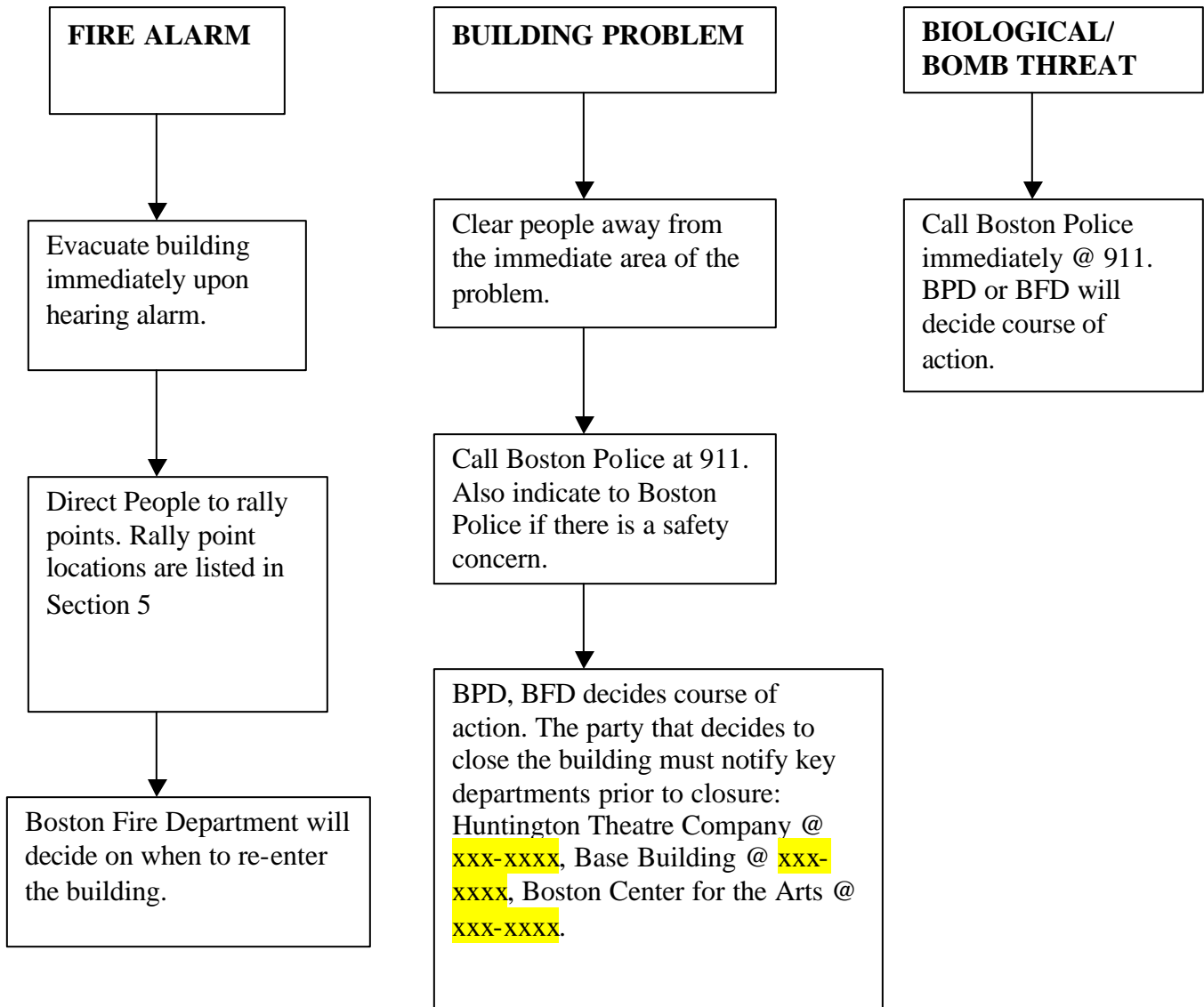
CALDERWOOD PAVILION

527 TREMONT STREET

EVACUATION PLAN MAP

THIRD FLOOR

APPENDIX B BUILDING EVACUATION FLOW CHART



* When an evacuation is ordered, re-occupancy will be permitted only after permission from BFD, BPD, or other recognized authority.

APPENDIX C FIRE MARSHAL LIST

FIRE MARSHALS

Name	Title	Section
1. Austin Gallitto	House Manager	Rehearsal Halls and 2 nd floor offices
2. Sondra Katz	Pavilion Manager	Rehearsal Halls and 2 nd floor offices
3. Ken Elliott	Production Coordinator	3 rd floor
4.	Box Office Coordinator	Box Office and 1 st floor lobby
5. Rob Dew	House Carpenter	Wimberly backstage
6. Ann Dresbach	House Electrician	Backstage dressing rooms
7. Gabe Wood	House Sound Engineer	Roberts backstage
8. Stage Management	Wimberly Stage Manager	Wimberly Balcony and 2 nd floor lobby
9. Stage Management	Roberts Stage Manager	Roberts Balcony and 2 nd floor lobby
10. Ushers	Wimberly Ushers	Wimberly House
11. Ushers	Roberts Ushers	Roberts House
12.	Security Guard	1 st Floor Lobby

APPENDIX D
CALDERWOOD PAVILION FIRE DRILL CRITIQUE FORM

	YES	NO	N/A
1. Were the alarm horns/strobes working?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Could the alarm horns/strobes be heard in all areas of the building?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Did all personnel evacuate the building?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Were elevators used during the drill? (never use elevators, stairwells only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Were any fire doors (stairwell doors) propped open?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Did fire doors, which automatically close, function properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Were any persons requiring special assistance, if any, properly attended to?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Were the fire marshal(s) on your floor clearly visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. How did personnel, renters, and/or patrons respond/react to the drill on your floor?			
10. What type of difficulties, if any, were encountered during the evacuation?			

NAME:

DEPARTMENT:

DATE:

Please return to the Pavilion Manager

APPENDIX E EMERGENCY CONTACT NUMBERS

Boston Fire Department.....	911
Boston Police Department.....	911
House Manager.....	617-xxx-xxxx
Stage Manager.....	617-xxx-xxxx
Run Room.....	617-xxx-xxxx
On Site Custodian.....	617-xxx-xxxx
Security Guard.....	617-xxx-xxxx
Poison Control Center.....	1-800-222-1222
Boston Medical Center.....	617-534-5000
Massachusetts General Hospital.....	617-726-2000
New England Medical Center.....	617-636-5000

Huntington Staff

Managing Director.....	617-273-1526
Artistic Director.....	617-273-1529
General Manager.....	617-273-1527
Assistant General Manager.....	617-273-1501
Director of Finance.....	617-273-1535
Marketing Director.....	617-273-1524
Pavilion Manager.....	617-xxx-xxxx

Fire Rules and Regulations

All Licensees are required to and responsible for following state and city regulations regarding fire safety and building codes. It is the responsibility of the Licensee to be informed of applicable fire and building codes.

- No scenery and/or furniture may block the path of the fire curtain in the Wimberly Theatre at any time.
- Egress must be maintained to all exit doors in the Calderwood Pavilion at all times. Please keep in mind that the backstage hallway may be used by audience members during a building evacuation.
- There is no standing room, and no one is allowed to stand or sit in the aisle during performances in either space.
- For the most up to date requirements please refer to the BFD website:
<http://www.ci.boston.ma.us/bfd>

Advance notice and clearance is required through the BFD for all soft goods, open-flames, pyrotechnics, and special effects used in Boston theatres. Completed applications with 1) Certificate of Flame Retardant finish; 2) description of fabric, its placement and use; 3) twelve (12) inch square samples of all soft goods and fabric utilized on the stage; 4) a description of all special effects or open flames including material, description of use, duration and timing within show are due to the Calderwood Pavilion Production Coordinator for review and submission by Licensor to the BFD one month before start of load-in for their approval. Fabric samples must be able to self extinguish immediately or not ignite during a three minute torch test. BFD has the legal right to refuse to allow materials to be used in the theatre and/or to require a Fire Detail to be present at all performances. Licensee will be responsible for any expenses related to permit applications for pyrotechnics or special events, required fabric testing, as well as labor costs or expenses associated with a Fire Watch/Fire Marshall required by City or Venue. Licensees are expressly forbidden from using any pyrotechnics or open flame, or engaging in any activity that involves risk of fire, unless Licensee has received the specified prior approval from the Boston Fire Department (BFD). If a performance or the production is closed by the BFD or any other governmental agency or department because of Licensee's alleged non-compliance with applicable code or permit requirements, Licensee must nevertheless pay the Calderwood Pavilion the full amount of its use and occupancy fees. In addition to the requirements of the BFD, the Calderwood Pavilion reserves the right to assess and regulate the risk of fire or safety of the proposed performances.

There is no smoking permitted anywhere in the Calderwood Pavilion except as outlined below.

Smoke Onstage

Smoking as Part of a Performance

Cigarette smoking or use of other smoking materials onstage during performance requires a special effects permit from the BFD. Smoking in the Calderwood Pavilion theatres may, however, require that our fire protection systems be "zoned out." The per-performance fee for zoning out the system (as charged by the alarm company) is listed on License Agreement, Exhibit C. This often requires a duty officer from the BFD to be on hand if any portion of the system is disabled. The Calderwood Pavilion will make any arrangements necessary for onstage smoking at the expense of the Licensee.

Use of Stage Smoke or Haze

Use of Stage Smoke, Haze, or Dry Ice as part of a performance requires a special effects permit from the BFD. Stage Smoke or Haze in the Calderwood Pavilion theatres may, however, require that the fire protection systems be "zoned out." The per-performance fee for zoning out the system (as charged by the alarm company) is listed on License Agreement, Exhibit C. This often requires a duty officer from the BFD to be on hand if any portion of the system is disabled. The Calderwood Pavilion will make any arrangements necessary for use of stage smoke or haze at the expense of the Licensee.