



## **2019 Salon Series Subscription Key Information & Procedures**

**Thank you for supporting The Acting Company's 2019 John McDonald Salon Series through your subscription purchase! We look forward to seeing you at the theater.**

### ***Reservations & Ticketing***

The Acting Company does not issue physical or digital tickets for the Salon Series Readings. To claim your reservation, simply check in at our registration table in the theater on the evening of your scheduled reading. You will be issued a program at that time, which will also serve as your ticket into the theater. As a subscriber, you will also be handed a card indicating your reserved seating location.

Subscribers do NOT need to reserve their seats for individual reading dates. We will assume your attendance unless you advise that you are unable to join us. If you cannot attend, we would be grateful if you would inform us so that we may make seats available to other patrons. Please email [boxoffice@theactingcompany.org](mailto:boxoffice@theactingcompany.org) or call (212) 258-3111.

### ***Seating & Logistics***

As a Salon Series subscriber, we will reserve excellent seats for you in the prime front center section of the theater. Please advise us if there are other subscribers with whom you prefer to be seated, and let the Acting Company staff know if physical necessity requires that we place you in a particular seating location (ie. aisle, no stairs, close to the stage) by calling (212) 258-3111 or emailing [boxoffice@theactingcompany.org](mailto:boxoffice@theactingcompany.org).

All readings take place at 7 PM. The house will open at approximately 6:30 PM.

### ***Guest Tickets***

Subscribers may purchase additional Salon Series tickets for their guests at the regular price of \$35. Subscriber guests will receive the added benefit of reserved seating so that your party may be seated together.

### ***Receptions***

Each Salon Series reading is followed by a complimentary reception during which all audience members can mingle with the cast. Receptions include wine, non-alcoholic beverages and light hors d'oeuvres. Please join us for a drink and conversation with the evening's performers!

### ***Refund & Exchange Policy***

All Salon Series single ticket purchases are final. However, should you know in advance that you will be unable to use your tickets, please contact us and we will credit you with a tax-deductible contribution for the value of your tickets. To do this, Please email [boxoffice@theactingcompany.org](mailto:boxoffice@theactingcompany.org) or call (212) 258-3111.

### ***Dates & Locations***

Dates and venues for the Salon Series Readings are as follows:

Monday, May 20:

**WAIT UNTIL DARK**

Peter Jay Sharp Theater at Playwrights Horizons  
416 W. 42nd Street btwn. 9th and 10th Ave.

Monday, June 24:

**NELL GWYNN**

Mainstage Theater at Playwrights Horizons  
416 W. 42nd Street btwn. 9th and 10th Ave.

Tuesday, August 6:

**JAZZ**

The Duke on 42nd Street  
229 W. 42nd Street btwn. 7th and 8th Avenue

Tuesday, August 13:

**LETTERS FROM PRISON**

The Duke on 42nd Street  
229 W. 42nd Street btwn. 7th and 8th Avenue

***Where to Go***

**March 18, May 20 and June 24:**

**Playwrights Horizons**

416 W. 42<sup>nd</sup> Street between 9<sup>th</sup> and 10<sup>th</sup> Avenue

Upon arrival to performances at **Playwrights Horizons' Mainstage or Peter Jay Sharp Theaters**, please proceed directly to our check-in table located inside the theater entrance. Please note that tickets will NOT be held at the Playwrights Horizons box office. Playwrights Horizons is located on 42<sup>nd</sup> Street between 9<sup>th</sup> and 10<sup>th</sup> Avenue. The theaters are accessible by stairs or by elevator.

**July 14-August 24:**

**The Duke on 42<sup>nd</sup> Street**

229 W. 42<sup>nd</sup> Street between 7<sup>th</sup> and 8<sup>th</sup> Avenue

Upon arrival to performances at the **Duke on 42<sup>nd</sup> Street**, please proceed to the theater box office to claim your reservation. The Duke Theater is located on 42<sup>nd</sup> Street between 7<sup>th</sup> and 8<sup>th</sup> Avenue. The box office and theater are located on the second floor of the building, with elevator access.