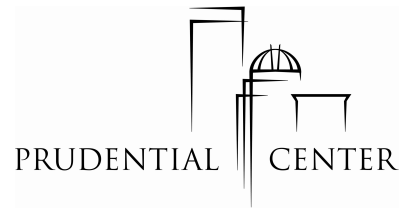


# **Prudential Center Group Performance** **Guidelines**



## **Times:**

Group performances are permitted after 6:00 p.m. Monday- Friday, between 9:00 a.m.-9:00 p.m. Saturdays, and between 11:00 a.m. – 6:00 p.m. Sundays.

Space can be booked **no more than 6 months and no less than one month** before the performance date. No exceptions.

## **Locations and Capacities:**

•South Garden-Your audience can relax on a 1.3 acre outdoor park as your group performs on a 13' x 22' stage. Located off Center Court, this area is ideal for groups of one to 50 performers.

•Food Court- Located at the entrance of the Terrace Food Court, this space is 20' x 20' and ideal for groups of one to 30 performers.

**Site Fee:** \$250 payable 30 days prior to event date (non-refundable)

## **Restrictions:**

- There is no rain location for performances scheduled for South Garden.
- No amplification permitted indoors, acoustic performances only.
- In both locations no drumsticks are permitted, only brushes may be used with drums.
- Performers are responsible for all sound equipment.
- No stages or risers are permitted in either location.
- No handmade signage.
- Appropriate volume level is at the discretion of the Owner and must not negatively affect any of owner's tenants.
- Parking and all related costs are the sole responsibility of the group.

## **Owner Can Provide:**

- Electricity in either location
- Chairs for the performers
- 1 6ft table with linen if required
- Complementary One Day PRUferred Cards for all group members
- Information on meal voucher program

## **Requirements:**

- Three Signed Indemnification Agreements received at least one week prior to the event.
- Certificate of Insurance with all minimum requirements listed in Agreement.
- Adherence to all general rules and regulations for the Center as outlined in the Agreement.
- Contact information for the point person on site at the performance.
- Point person for the group must check in at the customer service desk upon the group's arrival.

## Display:

- Keep all cords and wires out of any walkways. Exposed wires **MUST** be covered at all times.
- Tables must be covered to the ground with a tablecloth or skirting. One will be provided in the event your group does not have their own.
- No homemade signs are allowed. All signage must be approved by the Boston Properties Marketing Department at least one week prior to performance.
- Table must be used if there are any items for sale or information given out. All excess items and supplies should be stored under this table.
- There is no solicitation or accepting of donations, fundraising is prohibited.
- Performances in the Food Court should face out to Boylston Arcade.
- Audience members (including those with your group) may not sit on the floor or in any other way interfere with traffic flow in the common areas of the arcade.

### THE FOOD COURT ENTRANCE IN BOYLSTON ARCADE



Normal Operating Hours



Group Performance in Food Court

### SOUTH GARDEN PERFORMANCES



## The Shops at Prudential Center Certificate of Insurance Coverage Requirements

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A Certificate of Insurance must be provided to your Boston Properties contact 15 days prior to your event.  
*\*\*Please see Exhibit D in your agreement for details on insurance policy requirements and non-subrogation.*

### Certificate of Insurance Coverage Minimums:

- A. Workers' Compensation with statutory limits.
- B. Employers' Liability insurance with the following minimum limits:
  - Bodily injury by disease per person \$1,000,000
  - Bodily injury by accident policy limit \$1,000,000
  - Bodily injury by disease policy limit \$1,000,000
- C. Commercial General Liability Insurance including Contractual Liability on a per location basis with the following minimum limits:
  - General Aggregate \$2,000,000
  - Products/Completed Operations Aggregate \$2,000,000
  - Each Occurrence \$1,000,000
  - Personal & Advertising Injury \$1,000,000
  - Host Liquor \$2,000,000
- D. Automobile Liability insurance with a Combined Single Limit of not less than \$1,000,000. This insurance shall cover all owned, non-owned, and hired motor vehicles which are operated on behalf of Promoter pursuant to Promoter's Event. If Promoter does not own any vehicles, then Promoter must provide a minimum of \$1,000,000 of non-owned and hired automobile liability coverage.
- E. Umbrella/Excess Liability on a following form basis with the following minimum limits:
  - General Aggregate \$1,000,000
  - Each Occurrence \$1,000,000

### Additional Insured:

The following **must** be listed as Additional Insured on the Certificate of Insurance:

BP Prucenter Acquisition LLC  
Boston Properties Limited Partnership, a Delaware limited partnership  
Boston Properties, Inc., a Delaware corporation  
BP Management, L.P., a Delaware limited partnership  
BP Prucenter Acquisition LLC, a Delaware limited liability company  
BP Prucenter Development LLC, a Delaware limited liability company