



# Athletic Events (w/ Box Office) | Information & Requirements

## **Sr. Ticket Seller**

A Sr. Ticket Seller is required during all show hours, as well as one (1) hour before and one (1) hour after the show.

## **Ticket Sellers**

A minimum of two (2) ticket sellers is required for all show hours, as well as thirty (30) minutes before and thirty (30) minutes after the show. Additional ticket sellers may be necessary based on the estimated attendance and the number of box office locations.

## **Ticket Takers**

At least two (2) ticket takers are required for all show hours, as well as one-half hour before and one-half hour after the show. Additional ticket takers may be necessary based on the estimated attendance and requirements at post locations (hand stamping, wrist banding, etc.)

## **RICC Dock Guard**

A RICC Dock Security Guard may be required for all show Move-in and Move-out hours. Additional security may be necessary based on Loading Dock traffic and any potential security concerns.

## **RICC Security**

In-house security is required for all show hours. The number of security guards and the hours will be based on estimated attendance, potential security concerns, and any additional needs requested by the show.

## **RICC Security Supervisor/Management**

For shows requiring four (4) or more security guards, a security supervisor/management is required for all show hours.

## **Fire Marshal**

A Fire Marshal is required for all show hours when anticipating 1,000+ attendees.

## **Police Detail**

A Providence Police detail may be required during all show Move-in and Move-out hours to regulate street traffic and alleviate any potential security concerns.

## **Nurse**

A Nurse is required during all show hours for patrons only. Any medical needs for athletes or event participants must be discussed with your Event Manager.

## **Cleaners**

A minimum of two (2) cleaners is required for all show hours. Additional cleaners may be needed based on the estimated attendance and the nature of the show.

## **Final Cleanup**

A Final Cleanup will be charged in the amount of \$1,100.00 per Hall/Ballroom. The final cleanup will cover dumpster fees, trash removal, and final room clean-up. Additional fees may apply and are dependent upon the nature of the event and if there is excessive trash left behind.

## **Entertainment License**

An Entertainment License is required by the City of Providence for all public shows at the Center. An application will be submitted on the show's behalf and the cost associated with an Entertainment License is \$100.00 per show day.

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## **Additional Requirements**

- All labor calls are for a four-hour minimum with a minimum of two (2) laborers.
- All events taking place over a weekend or holiday require an engineer and an electrician to be scheduled for all show hours on those days.