

GROUP PERFORMANCE SPACE

GROUP PERFORMANCE TIMES:

Monday through Friday: 6:00 p.m. to 9:00 p.m.

Saturdays: 9:00 a.m. to 9:00 p.m.

Sundays: 11:00 a.m. – 6:00 p.m.

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

LOCATIONS AND CAPACITIES:

Boylston Plaza - On one of the busiest streets in Boston, groups up to 200 can perform in this outside location.

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 can fit up to 50 performers.

Food Court - Located at the top of the Food Court, this space is 20' x 20' and ideal for groups of 30 or less.

SITE FEE:

\$250 payable 30 days prior to event date (non-refundable)

RESTRICTIONS:

- Rain location cannot be guaranteed
- Acoustic performances only (indoors)
- Drumsticks not permitted (brushes only)
- Performers are responsible for sound equipment (outdoors only)
- Fundraising and solicitation is prohibited
- Volume level is at the discretion of Owner and must not negatively affect the businesses at the Center
- Parking and other costs are the responsibility of the group

OWNER CAN PROVIDE:

- Electricity
- Chairs for performers
- One 6ft table with linen
- PRUffered Discount shopper cards for the group
- Information on meal voucher program

REQUIREMENTS

- Signed Indemnification Agreement prior to event
- Certificate of Insurance with all minimum requirements met
- Adherence to all rules and regulations as outlined in Agreement
- Contact information for on-site point person. This contact will need to check in at Customer Service Desk upon group's arrival.

See reverse side for more information.



Boylston Plaza



South Garden



Food Court

DISPLAY:

- Keep cords and wires out of walkways. Exposed wires **MUST** be covered at all times.
- Tables must be covered to the ground with tablecloth or skirting.
- Signage must be approved at least one week prior to performance. No hand written signage permitted.
- A table is required if items are for sale or information is given out. Excess items should be stored under table.
- Performances in the Food Court should face out to Boylston Arcade.
- The audience (including those with your group) may not sit on floor or interfere with traffic flow in common areas.
- Stages and risers are not permitted.

INSURANCE REQUIREMENTS

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

GROUP PERFORMANCE INTEREST FORM

Please email completed form to Nicole Patti at npatti@bostonproperties.com or fax it to 617.236.2496. Nicole can be reached at 617.236.2383 with any questions.

Contact Name:	
Phone Number:	
Email:	
Company:	
Address Line 1:	
Address Line 2:	
Zipcode:	

Performance Group Name:	
Number of Performers:	
Description of Group:	
Preferred Date & Time:	
Alternative Dates & Times:	
Preferred Location:	

Are you able to provide a certificate of insurance with the minimum requirements? **REQUIRED FOR PERFORMANCE	YES	NO
Will you need electricity?	YES	NO
Would you like complimentary PRUferred discount shopper cards for your group? If so, how many?	YES	NO
Will you need chairs for your performance? If so, how many?	YES	NO
Will you need a table for the performance? Please specify below if you need a linen.	YES	NO
Are you interested in purchasing food vouchers for your group?	YES	NO

Questions or Additional Information?