



CITY APPOINTED STAGE MANAGER

There must be a City of Warren appointed Stage Manager present when the sound system, storage rooms, or other backstage facilities are being utilized. The Stage Manager will be a temporary, contracted worker as approved by the City of Warren with the necessary training and experience to oversee technical aspects of performances taking place at the Warren Community Amphitheatre. The Stage Manager will be required to be on site for the entirety of the show, as well as load-in and load-out. The sponsoring organization will be responsible for all associated costs.

In the event that the above Stage manager is not employed by the City, a City employee must be on site during the entire show for the protection, maintenance, and utilization of City equipment. The event organizers/amphitheatre users will not have access to the sound system, other production equipment, the storage room or other backstage facilities unless a City Employee is present for the entirety of the show, as well as load-in and load-out. The sponsoring organization will be responsible for all associated costs.

When the sound system, storage rooms, or other backstage facilities are not being utilized a City Representative may not be necessary at the City's discretion according to the type of event and expected attendance.

STAGE MANAGER NAME: _____

ADDRESS: _____

TELEPHONE: _____ ALTERNATE PHONE: _____

Stage Manager's Signature

City Employee's Signature

Print Name of City Employee

Event Representative Signature

Director of Public Service and Safety
391 Mahoning Ave. NW
Warren, Ohio 44483
(330) 841-2601