



## 2019 - 2020 CLUB POLICIES

### GENERAL CLUB POLICIES

- Non-members may only use the Club when hosted by a member.
- A member may request to use the Club for a private event and will be accommodated based on availability.
- As a nonprofit organization, Playhouse Square strives to be cost efficient. At times there may be a need to close the dining room and/or bar due to low member attendance at a performance. Please know we strive to have the Club open as much as possible.

### MEMBERSHIP CARD POLICIES

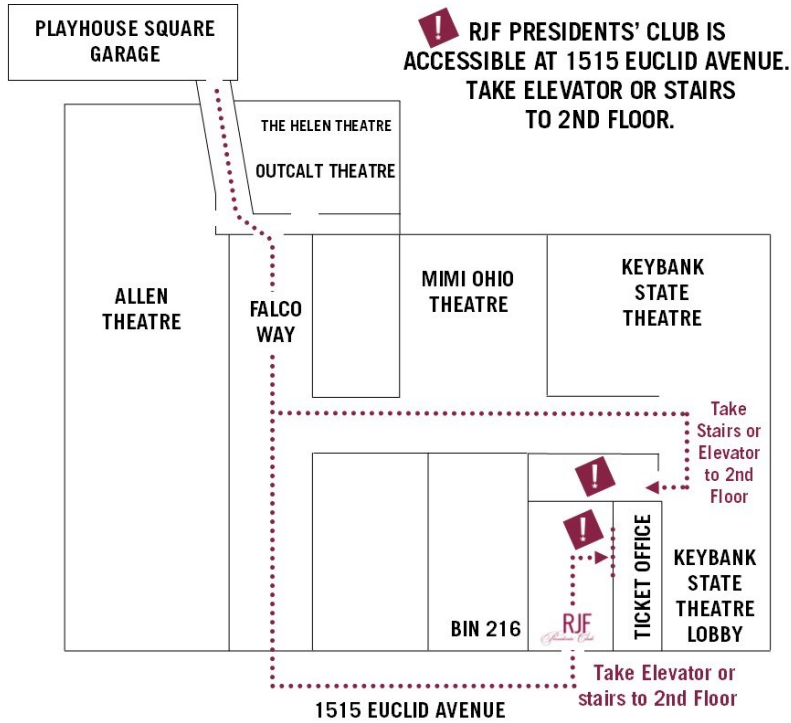
- Members must present their membership card to the concierge for entrance.
- Membership cards will be issued based on the date of member's annual donation (min. \$2,500) or corporate sponsorship.
- Membership cards will expire exactly one year from date issued.
- Membership cards may only be presented by the member upon arrival.
- Lost cards can be reported to Victoria Gray at 216-640-8422 and a replacement will be mailed as soon as possible.

### DINNER RESERVATIONS

- Dinner reservations are accepted on a first come, first serve basis from members only. For best availability, make your reservations as soon as possible. A Playhouse Square staff person will contact you to confirm your reservation.
- Reservation times must generally be set a minimum of 1<sup>1/2</sup> hours before the start of the performance.
- Reservations will generally be confirmed between 10:00 a.m. and 4:00 p.m. Monday through Friday and when the Club is open on weekends and weeknights. We will do our very best to confirm same day reservations as soon as possible. If we cannot accommodate at that time, you will be added to a Wait List and contacted if a table becomes available.
- During the KeyBank Broadway season and other select performances, **a maximum of 10 guests per member** may be requested for dinner. This is in place in order to accommodate as many members as possible for dinner.
- Dinner reservations must be made by calling 216-640-8420, emailing [RJF@playhousesquare.org](mailto:RJF@playhousesquare.org) or via the Donor Relations staff at Playhouse Square.
- The dining room is not open for lunch at this time.

*All RJF Presidents' Club policies are subject to change. Please call your Donor Relations representative with questions.*

# Directions to the Club



# Club Layout

