## **BOX OFFICE RULES**

- 1. PATRONS COME FIRST.
- 2. You may only listen to music through one earbud.
- 3. No sitting on the floor.
- 4. Do not leave the box office without first telling your Publicity Office Manager(s).
- 5. Keep the door shut.
- 6. No one else is allowed in the Box Office; you can talk to friends through the window.
- 7. Be on time for your shift. (Five minutes early)
- 8. Do not leave until relieved by the next person on duty.