

Jordan Hall Guidelines for Freelance Videographers

Below are the guidelines for freelancer videographers shooting at NEC. Failure to comply with any of these conditions may result in immediate expulsion from Jordan Hall, and repeat infractions may result in permanent exclusion.

- **Set Up Time:** Freelance videographers MUST set up their equipment in proscribed locations well before the beginning of the concert. You will be allowed to move your equipment into the hall before doors open and should be in position and set up by the time the audience begins to enter the hall. Absolutely no set-up will be allowed during the show or at intermission.
- **Camera Positions:**
 - **Main Floor:** Cameras and tripods are only allowed in the four platforms at the back of Jordan Hall main floor and should only occupy the area of four chairs. In the case of the large central platforms, the other seats in the boxes must be left open and easily accessible for patrons. In the case of the outer smaller boxes, the entire box may be taken over.
 - **Installation of multiple cameras** is discouraged and will only be allowed if ample seating is available, at the sole discretion of the House Manager. Please discuss your plans with the House Manager before beginning to set up.
 - **Balcony:** Freelance videographers can only set cameras in the balcony if the balcony is closed to regular seating, at the sole discretion of the House Manager.
 - Under no circumstances can a camera be set up in an aisle, in a row of fixed seats, or in any other area where the free and safe egress of patrons would be impeded.
- **Audio:** Freelance videographers are not allowed to set up any microphones or audio recorders at the front of the stage or within the fixed seats. Most Jordan Hall concerts are recorded by Audio Visual Services and the artist who contracted you should be able to procure the files from them.
- **Conduct:** Freelance videographers must observe a proper code of conduct during the performance: No talking, texting, undue adjustment of equipment or other movement, or other distracting behavior.

Thank you for efforts to ensure that concert patrons enjoy a safe, comfortable and distraction-free musical experience at NEC.