



**Stars Performance Program- Application**  
**Where your performance group can be Hollywood Stars!**

**Performance Participation Check List**

**Pre-Arrival**

- Fill out complete application and email it to [educational.programs@nbcuni.com](mailto:educational.programs@nbcuni.com)
- With application, send a link to a video of a sample performance (YouTube, Vimeo etc.)
- Once approved and confirmed please return the ticket order form with payment. Acceptable forms of payment are school/organization checks and credit cards. No personal checks will be accepted.
- Tickets will be emailed to you prior to your visit date.

School/Organizational checks must be payable to: **Universal Studios Hollywood**

Mail to:

**Youth and Education Department**  
**100 Universal City Plaza- Bldg. 5531-3**  
**Universal City, CA 91608**

**Day of Performance**

- Complete and bring with you the Universal Studios Publicity Release (1 per performer/student).
- Print tickets and bring them with you.
- Parking: At the parking tollbooth, the attendants can direct you to the Bus Drop Off. After student drop off, buses need to move to FREE bus parking on WC Fields located south of Universal CityWalk. If buses wish to remain parked in the bus drop off for the entire day, you will need to alert the tollbooth upon entrance and pay a bus parking fee. All parking availability is at the sole discretion of the parking staff on the day of arrival.

# UNIVERSAL STUDIOS HOLLYWOOD™ YOUTH & EDUCATION PROGRAMS



## Details

Performance Group Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

School/Organization: \_\_\_\_\_

Schools/Organization Mailing Address: \_\_\_\_\_

Day of Contact Name: \_\_\_\_\_ Day of Contact Phone Number: \_\_\_\_\_

Day of Contact Email: \_\_\_\_\_

Please provide 4 possible performance dates:

1<sup>st</sup> choice: \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_

3<sup>rd</sup> choice: \_\_\_\_\_ 4<sup>th</sup> choice: \_\_\_\_\_

Video Link to Sample Performance: \_\_\_\_\_

### Performance Information

Type of performance: \_\_\_\_\_

Total Number of performers: \_\_\_\_\_ Total Number of chaperones: \_\_\_\_\_  
(1 complementary chaperone for every 15 paid performer) **(Minimum group size is 35 paid tickets)**

### Equipment Needed

For no additional cost:

Keyboard \_\_\_\_\_ Chairs \_\_\_\_\_ Music Stands \_\_\_\_\_ Risers (2 Complementary) \_\_\_\_\_

Microphones (up to 4 wireless will be complementary) \_\_\_\_\_

Added Cost:

Additional Risers Needed: \_\_\_\_\_

Additional Instruments Needed: \_\_\_\_\_

Performance musical selections:

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## Performance Guidelines

**Policies and Procedures:** *Day of Contact* is responsible for distributing to students/performers all pertinent information to ensure that all performance groups are versed in the policies and procedures of Universal Studios Hollywood. Any failure to comply with the policies and procedures at Universal Studios Hollywood shall be grounds for immediate termination of a group's performance at Universal Studios Hollywood.

**Performance Change or Cancellation:** Performance changes and cancellations require two (2) weeks notification. All performances are subject to change or cancellation due to production conflicts, studios operations, or inclement weather. Best efforts will be made to inform performing groups of any changes in itinerary well in advance of the performance date.

**Sound/ Set up/ Strike:** Groups shall at all times conform to Universal's direction to sound. Maximum 85 decibels at 50 paces. Groups will have 30 minutes to perform. An entertainment representative will be contacting groups to go over set up and strike times as well as any other requests.

**Payment Policy:** Payment must be received in full 10 days prior to performance date. Groups are solely responsible for all costs associated with performing at Universal Studios Hollywood. Any additional rental needs must be made no later than 15 days prior to performance date and must be paid for in full. Acceptable forms of payment are school/organization check or credit card. NO PERSONAL CHECKS WILL BE ACCEPTED.

**Wardrobe:** All performers must be in uniform or in costume suitable for the season performing. Matching shirts with matching pants are permitted as summer performance attire. Full changing facilities are NOT AVAILABLE at Universal Studios Hollywood. Quick changing areas can be arranged with your Entertainment representative with prior correspondence. There is also NO STORAGE for instruments or bags after performance. Instruments and other bags will have to return to the bus. Lockers are available within the theme park for paid use.

**First Aid:** If a performer becomes ill or has injury, a chaperone will be asked to either stay with the student until he/she is released by Universal Studios Hollywood First Aid.

**Stage:** No obscene language or verbal abuse of any sort. No use of language intended to and/or having the effect of inciting the audiences to abusive behavior. No derogatory statements about Universal Studios Hollywood/ NBCUniversal or any of its partners or affiliates. No literature distribution without prior consent. No pyrotechnics, fire, candles, or any sort of open flame. All music must be secular in nature. No acts of worship, séances, hallucinations, or convulsions. No damaging stage, microphones, cables or any other property belonging to Universal City. All performance groups will be held liable for current replacement value of damaged objects. No photos or videotaping permitted in backstage areas. No knives, guns, sticks, or weapon like objects on Universal property.

I agree to all the terms and conditions of the above application on behalf of my performance group

**Signature of Contact:** \_\_\_\_\_ **Date:** \_\_\_\_\_