

Housing Information

Dear Presenter,

In providing housing for the two Tour Actor/Directors it is your responsibility, as per your contract, to provide private (one person per room), clean, comfortable and safe accommodations for the team. Housing shall be provided starting the Sunday before the residency duties begin through the Saturday night after the residency duties end unless otherwise negotiated. Providing meals is optional. Obtaining complimentary rooms for the two Tour Actor/Directors is often a possibility if you ask a local motel or hotel well in advance. You may also choose to house the team in a private home(s). The option of a homestay allows you to keep your costs down, but please take care to screen the hosts. Providing a sofa bed in an open family room or asking the team to share a room is NOT acceptable. If you have any questions about this, please contact our office before arranging housing for the team.

The following is a sample letter you may choose to pass along to the host family(ies) you have chosen to host the Tour Actor/Directors. You may also want to give the hosts a copy of your team's biography. Give these to them before the residency week so that they may be fully prepared for the arrival of the team. Thank you!

Host Family Letter

Dear host family,

Thank you for your hospitality in housing the Dakota Players Tour Actor/Directors. We hope this week will be a great experience for all involved. Here are some things to keep in mind when preparing for the week:

- Dakota Players requires that each person have his/her own clean and private bedroom complete with bedding. This is for their comfort and yours. (In the event that the team is married, you will be notified before their arrival.) If the space in your home does not allow for this privacy, please notify the presenting organization so that other arrangements can be made.
- The Tour Actor/Directors will most likely welcome a home-cooked meal but remember that this is a courtesy and not a requirement. Also, due to their schedules, they may have other plans for the evening, such as doing laundry or putting up the set, so please talk to them early in the week if you would like to have a meal with them.
- The team may be driving a great distance to your town. They may arrive a little tired and possibly late in the evening. Please ask your contact for an approximate time of arrival.
- The Tour Actor/Directors wish to be gracious house guests. Please let them know of any unusual schedules or house rules that you may have.

Again, thank you for your hospitality!