

Plan Your Field Trip Visit

Thank you for choosing Actors' Playhouse at the Miracle Theatre! It is our pleasure to provide entertainment for children of all ages, and we applaud your choice to bring your classroom to one of our stellar productions!

Field trip performances are available Monday – Friday during the run of the show. Most showtimes are 10:30 AM however in December we offer two show days with a 10:00 AM and 12:00 PM performance.

Our representative will guide you toward available dates and times that have enough seats to accommodate your group. We suggest you book early as seats are limited and sell out quickly.

How to Book Your Trip:

- Fill out an Actors' Playhouse Field Trip Request Form: <https://www.actorsplayhouse.org/field-trip-request-form/>
- You will be contacted shortly to confirm the final date and your group's number of students and chaperones and we will send you an agreement with your reservation estimate.
- Print, get an authorized signature such as an Administrator/Treasurer/Department Chair, and e-mail it back within a week of reserving the seats.
- We help facilitate permission from your administrators with our prefilled Miami Dade County Field Trip Permission Packet for your convenience:
https://www.actorsplayhouse.org/wpcontent/uploads/2024/12/M-DCPS-Pre-Filled-Field-TripPacket_v2.pdf
- Ten days prior to your performance our representative will reach out for your final numbers and issue you a clean accurate invoice so your organization can cut an accurate check which you may bring with you to the performance
- Checks should be made payable to Actors' Playhouse and handed to one of our representatives in an envelope with a copy of your invoice
- Credit Card payments are accepted with a 3.5% convenience fee over the phone in advance of the performance at (305) 444-9293 Option 2 •
- We neither sell individual tickets nor give credit the day of the performance for absent students however we will address last minute changes and issue a new invoice until 48 hours prior to showtime - this is to ensure safety, security, and fair seating practices

Transportation:

- Actors' Playhouse does not provide or cover the costs of transportation however we work with an approved Miami-Dade County Public School approved bus company who offers discounted flat rates to our field trips: Carlos and Susana Bus Company - Contact Maggie at info@carlosandsusana.com or call (305) 261-8571 for information and availability to Actors' Playhouse on your show day
- Bus drop off at Actors' Playhouse should be 30 minutes prior to showtime and pick up should be scheduled for the end of the performance - check your agreement for the performance time - Musical Theatre for Young Audiences shows run approximately 75 minutes and Mainstage student matinees run 150 minutes

Day of Field Trip:

- Bus drop off is on Salzedo Street just South of Miracle Mile at the side door entrance of the Miracle Theatre - the front entrance is locked for security and there is a stair-free entrance available for wheelchairs or walkers - please inform us of any accessibility requirements ahead of time
- To facilitate loading and unloading, please label your buses with school name, a lead teacher on the bus, and the total number of which the bus is a part (example: Miracle School, Mrs. Miracle, Bus 1 of 3) on sign placed in the front seat window
- Please arrive 20-30 minutes before the scheduled show time
- Seating is predetermined based on booking date and signed agreement return - in other words the first SECURED seats are the best ASSIGNED seats
- Please speak to their students about theatre etiquette and download the Student Enrichment Guide for the show that you are attending to increase engagement, learning outcomes, and a respectful audience overall

Thanks for coming! Our Education Desk is ready to help you every step of the way. Call (305) 444-9293 Option 5 for assistance.