**Very Important:** This is a confirmation that you have a reservation for seats at a taping of *Windy City LIVE*, but please understand that no reservation is 100% guaranteed. Occasionally a taping may be cancelled. If this should happen, an audience coordinator will notify you as soon as possible and offer you an alternate tape date. (*Windy City LIVE* does not reimburse for any travel or hotel accommodations.) Like most television shows, we overbook our audiences to compensate for possible no-shows. Please come with the understanding that there is a slim possibility that you may not be admitted into the show even if you have confirmed reservations. Confirmed audience guests are admitted into the studio on a first-come, first-served basis, so we encourage you to arrive early. You can attend a show up to once per season as the lead of a party, guest of a party, or stand by (our season is from September to August).

### Location

*Windy City LIVE* is located at WLS-TV Channel 7 Studios at 190 N. State Street--just across the street from the beautiful Chicago Theatre. Upon arrival, Please line up just in front of the studio entrance.

#### Arrival Time & Check-In

**11:00 AM Morning Taping:** Please arrive between 9:45 am and 10:00 am and be prepared to stand and wait for approximately 30 minutes prior to entering the studio. **You must arrive before 10:00 am in order to be admitted into the studio.** We strongly suggest that you eat well before you arrive since you will be with us for an extended period of time. Everyone in your party must be at least 18 years old and present a valid photo ID with birth date--No Exceptions. All guest names must match their official photo ID's exactly. Your entire group must check in at the same time. Due to production requirements and the small size of the studio, please understand that your party may not be able to sit together.

#### Security Screening

No weapons of any kind are permitted on the premises. Also, we cannot accept any gifts, packages, or letters for our hosts or studio guests. Before entering the studio, all guests will be required to pass through a security screening, which may involve a search of person, bags or packages and/or entrance through a magnetometer (metal detector). Anyone who refuses to cooperate with these or other procedures or who attempts to carry a weapon onto the premises (even if licensed to do so) will be denied entrance.

#### Dress Code

*Windy City LIVE* audience members should **Dress their BEST** and be camera ready! Bright colors photograph best. Avoid wearing white or beige (or else you might blend in with the set!) **Please no T-shirts, hoodies, tank tops, apparel with large logos or writing, sweatpants, ripped jeans, shorts, hats of any kind, flip flops or any otherwise sloppy, inappropriate or dressed-down attire--Dress Up!** If you do not come dressed appropriately, we do reserve the right to turn you away at the door. Please make sure everyone is your party does NOT wear the same color clothing.

### Cameras & Video Recorders

Photography is permitted during segment breaks. NO flash photography is permitted at any time in the studio. Videography is strictly prohibited.

The name of the person who submitted the initial request (Lead Name) CANNOT be changed at any time. If you need to make a name change to one of your additional guests, please email us at tickets@windycitylive.com at least 48 hours before your scheduled taping. If you, as the lead of the party, cannot attend the show, your reservations will be automatically cancelled. **Important:** If you need to cancel your reservations, please notify us at least 48 hours prior to the taping. Remember this is a television show and the audience may be seen on camera--we can't have empty seats! **Our studio does accommodate wheelchairs and individuals with mobility issues.** If someone in your party will be coming in a wheelchair or has other mobility issues, please email us at tickets@windycitylive.com as soon as possible.

### Audience Giveaways

On occasion, we give away items to our studio audience members. However, no such giveaways are guaranteed. Also, the giveaways are taxable, and due to the complications of tax laws, residents of foreign countries are not eligible to participate.

By attending a taping or performance of *Windy City LIVE* (the "Program"), you grant WLS Television, Inc. and its parent, subsidiary and affiliated companies, along with anyone else licensed to exhibit the Program, and all of their respective officers, agents, employees, successors and assigns (collectively, the "Producers") consent to use your name, voice, picture and likeness in the Program, including any sponsored material within the Program, in Program-related material, and in publicity and promotional materials for the Program, in any and all media throughout the world in perpetuity. You also release the Producers, the sponsor(s) of the Program and their advertising agencies from any liability for loss or damage to you, other persons or property arising out of the use of the ticket.

### Additional Information

- If someone in your party will be coming in a wheelchair or has other mobility issues, please email us at tickets@windycitylive.com as soon as possible.
- **Important:** If you need to cancel your reservations, please notify us at least 48 hours prior to the taping. Remember this is a television show and the audience may be seen on camera--we can't have empty seats! **Our studio does accommodate wheelchairs and individuals with mobility issues.** If someone in your party will be coming in a wheelchair or has other mobility issues, please email us at tickets@windycitylive.com as soon as possible.

Please read all information thoroughly.