

Downriver Youth Performing Arts Center
Rental schedule for the Trenton Village Theatre

COMMERCIAL EVENTS: *Theatre*

\$400.00	Friday, Saturday, and Sunday Night (5 hours) 5 p.m.
\$300.00	Monday through Thursday Night (5 hours) 5 p.m.
\$300.00	Sat/Sun mornings/afternoons (5 hours)
\$200.00	Mon-Fri mornings/afternoons (5 hours) per day for rehearsal and set up (5 hrs.use) \$10 per hr. per staff person

Rentals of **less than 5 hours** will be charged \$100 for the first hour and \$75 for each additional hour. Hours in addition to 5 hours will be at the rate of \$50 per hour.

\$100 non-refundable deposit and verification of leasing group's liability insurance due at booking.

DYPAC, the City of Trenton, and Trenton Village Theatre must be listed on insurance.

\$200 refundable damage deposit due one week prior to event. (Theatre and its contents must remain in the same condition as it was when rented.)

When extra hours are needed for clean up as a result of a group's carelessness, the group will be charged at the minimum rate of \$25/hr. Groups will be assessed for property damage due to negligence and may be denied future use of the Theatre. If the stage is damaged the group will be responsible for restoring the stage to its original condition prior to the run of the show.

EQUIPMENT AVAILABLE:

<i>Spotlight</i>	<i>Screen</i>	<i>Stage Lights</i>	<i>Sound System</i>
<i>4 Banquet Tables</i>	<i>25 Folding Chairs</i>		

Additional equipment (such as grand piano, linens, body mics, etc.) for rental is available through the Trenton village Theatre with adequate notice prior to the event. Microphone rentals available only when TVT tech is hired to run sound.

Downriver Youth Performing Arts Center (DPAC) reserves the right to modify the above fee rental schedule.

If special stage lighting is required beyond the Theatre's set lighting pattern, set up is required by our group, under the direction of the theatre's technician. Upon completion of your show, lighting must be returned by your group to the set pattern as charted by the lighting technician. (Rental groups will furnish own gels.)

If food or beverages are served, groups are asked to provide their own equipment **and keep members in the lobby.**

THERE IS NO SMOKING PERMITTED IN THE TRENTON VILLAGE THEATRE!
NO EATING OR DRINKING IS ALLOWED IN THE AUDITORIUM OR ON STAGE!

We have read the Fee Rental Schedule and the Policy Sheet governing the use of the Theatre and agree that we will abide by all policies established for the buildings use. We further agree that our group will leave the building in good condition. It is also understood that all setting up of sets, lights and/or equipment, taking down and cleaning will be our group's responsibility after use.

_____ Date _____
Signature of Person Requesting Use

APPROVED BY
: _____ DYPAC HOUSE management