



2023 Standard Rental Rates

Theater Rental Rates

The Theater at the Riverside Arts Center (RAC) can be rented for theater, music, dance, and other performances and arts-related events. In addition to the theater itself, unless otherwise specified, the rental includes use of the lobby, box office, dressing room and backstage area. A much more complete description of the facility and the theater rules is available in our *Theater Renters' Guide*: riversidearts.org/theater. Normal move-in and move-out times for weekly rentals are Sunday at 6 PM, and for daily rentals are 8 AM and 11:59 PM, respectively.

Those interested in renting the theater for an arts event should contact the Theater Rental Coordinators at theater@riversidearts.org. **Companies new to RAC will be asked to fill out a reference form and references will be checked before a rental agreement can be confirmed.**

Artist Studios Rental Rates

Dimensions: Between 120 to 150 square feet

The five Artist Studios include white wood & brick walls, gray cement floors, overhead lights, heat & air shared, and a locking door.

Depending on the size of the studios, they are rented between \$150-\$160 per month.

Note: No art studios available at this time.

Dance Studio Rental Rates

Dimensions: Dance Studio Floor Space: 39' x 33'

Waiting Area: 34' x 14'

Weekday Rentals (Monday, Tuesday, Wednesday or Thursday) until 3pm

Per Hour \$15

Evening (after 3pm) and Weekend Rentals (Friday, Saturday or Sunday)

Per Hour \$25

Gallery Rental Rates (AVAILABILITY LIMITED)

Dimensions: Gallery total floor space: 3000 square feet

Usable floor space around: 2600 square feet

The gallery hosts a rotating exhibition open to the community Thursday-Saturday and uses a sliding scale for appropriate events. We have 10 wall sections for hanging artwork and several pedestals for 3D work.

SPECIAL EVENT RATE**	\$250 for 6 hours
	\$40/additional hour

Off-Center Rental Rates

Dimensions: Off Center Street Front: roughly 39' x 36'

Off Center Workroom (kitchen): 15' x 11'

Weekday Rentals (Monday, Tuesday, Wednesday or Thursday) until 3pm	
Per Hour	\$20

Evening (after 3pm) and Weekend Rentals (Friday, Saturday or Sunday)	
Per Hour	\$30

SPECIAL EVENT RATE**	\$250 for 6 hours
	\$40/additional hour

Rehearsal Studio 1 Rental Rates

Dimensions: Studio #1: 42' x 19' with 17ft of mirrors along one wall.

Weekday Rentals (Monday, Tuesday, Wednesday or Thursday) until 3pm	
Per Hour	\$15

Evening (after 3pm) and Weekend Rentals (Friday, Saturday or Sunday)	
Per Hour	\$20

Rehearsal Studio 2 Rental Rates

Dimensions: Studio #1: 14' x 19'

Weekday Rentals (Monday, Tuesday, Wednesday or Thursday) until 3pm	
Per Hour	\$15

Evening (after 3pm) and Weekend Rentals (Friday, Saturday or Sunday)	
Per Hour	\$20

Reference

Companies new to RAC will be asked to fill out a reference form and references will be checked before a rental agreement can be confirmed.

Set-up and Clean-up

The User will be responsible for clean-up of rented and ancillary space as needed, including, but not limited to, trash pick-up/disposal, vacuuming, sweeping and mopping. All trash must be in the dumpster without overflow. Furniture and fixtures that were moved will be returned to their original locations. All of the User's property will be removed from the facility prior to the ending date and time of this Agreement unless rental of storage space has been negotiated with the Owner.

Special Events

Special events at RAC are any events that require more set-up, clean-up, than our standard 15 minutes given to each rental before and after the event. This includes but is not limited to fundraisers, galas, full productions etc. The Riverside Arts Center has the discretion to label any event that includes excessive support as a "Special Event" and that organization will be charged the additional Special Event fee. The special event fee is in addition to the hourly rate of your event. You will be asked to provide hours your event is taking place.

Security/Damage Deposit

All rentals require a security/damage deposit to reserve the space.

Theater and Gallery	\$150
Studios and Off-Center	\$100

Cancellation Policy

We understand that plans can change, and sometimes it's necessary to cancel or reschedule a studio rental booking. To ensure a fair and consistent approach for all our clients, we have established the following cancellation policy:

1. Cancellation Notice:

- 1.1. Clients are required to provide a minimum of 48 hours' notice for cancellations or changes to their studio rental booking.
- 1.2. Cancellations made within 48 hours of the scheduled rental period will be subject to the cancellation fees outlined below.

2. Cancellation Fees:

2.1. Cancellations made at least 48 hours prior to the scheduled rental period will not incur any cancellation fees.

2.2. Cancellations made within 24 to 48 hours of the scheduled rental period will incur a cancellation fee equal to 50% of the total rental cost.

2.3. Cancellations made within 24 hours of the scheduled rental period, as well as no-shows, will be charged the full rental amount.

3. Rescheduling:

3.1. Clients who wish to reschedule their rental booking may do so with a minimum of 48 hours' notice at no additional charge, subject to availability.

3.2. Rescheduling requests made within 48 hours of the scheduled rental period may be accommodated, subject to availability, but will not exempt the client from applicable cancellation fees if the original booking is not used.

4. Refunds:

4.1. Refunds for cancellations will be processed within 7-10 business days from the cancellation date.

4.2. Refunds will be issued using the same payment method used for the original booking.

5. Force Majeure:

5.1. In the event that circumstances beyond a client's control, such as severe weather, natural disasters, or other unforeseen emergencies, prevent them from using the rental studio, exceptions to the cancellation policy may be considered. Documentation may be required to support such claims.

6. Communication:

6.1. All cancellation or rescheduling requests must be made in writing.

6.2. It is the client's responsibility to ensure that the cancellation or rescheduling request has been acknowledged by our team.

7. Special Considerations:

7.1. For long-term or recurring bookings, a separate cancellation policy may be negotiated and outlined in the rental agreement.

7.2. Clients with a history of timely cancellations and adherence to the policy may be granted leniency in exceptional cases, subject to management's discretion.

By adhering to this cancellation policy, we aim to maintain a fair and transparent approach to studio rental cancellations and rescheduling, ensuring a positive experience for all while effectively managing our resources. Please feel free to reach out to our team if you have any questions or need further clarification on our policy: info@riversidearts.org

Contact

To rent, please complete the Rental Inquiry Form at
<https://www.riversidearts.org/rent-space/>

For other inquiries please contact info@riversidearts.org.