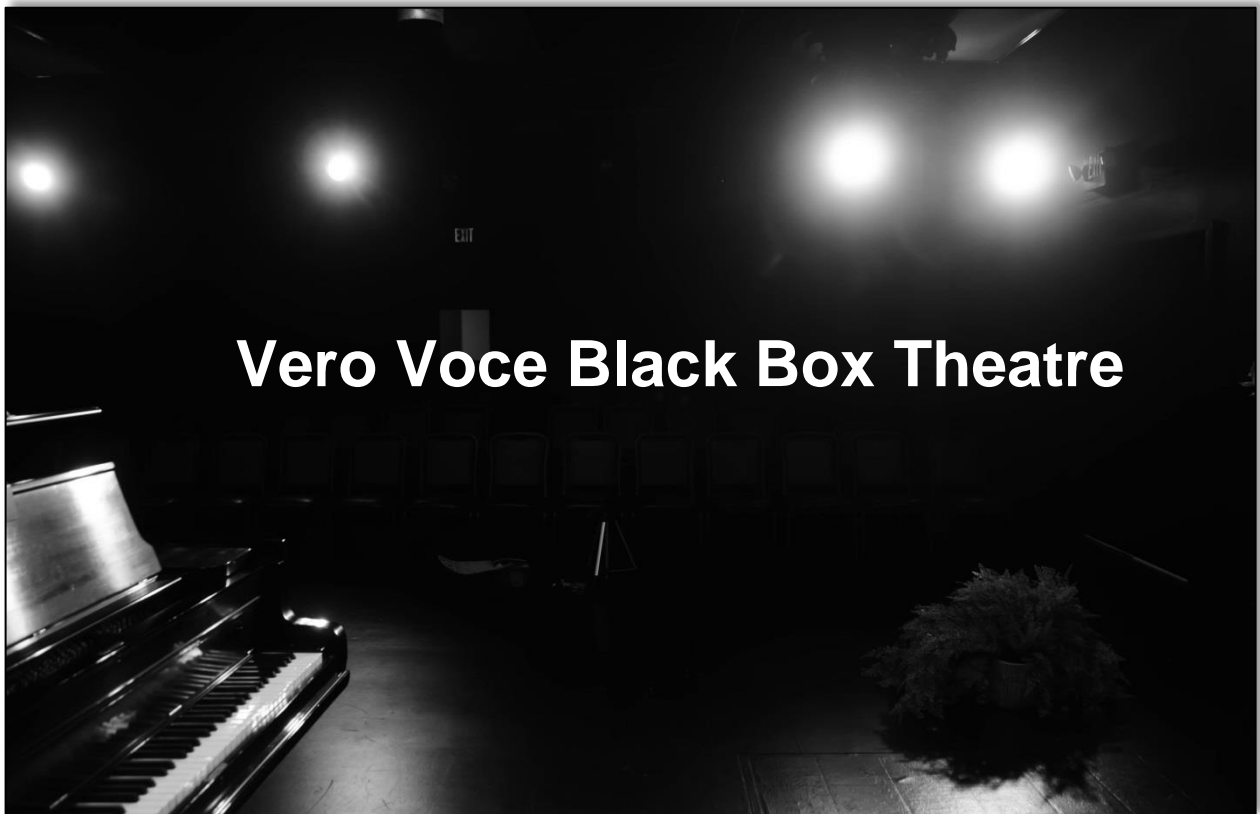


Room Hire Information

March 2013



Vero Voce School of Performing Arts

951 State Avenue, Ste F
Saint Charles, IL 60174
(630) 584-0139

www.verovoce.com

www.facebook.com/verovoce

For more information please contact Dennis Brown
Phone: (630) 584-0139 Email: info@verovoce.com

Black Box Theatre

Dimensions: 40 ft x 31 ½ ft

Seating Capacity: 100 +

100 black chairs included

Full Lobby/Reception area included

Ticket window included

Seating or stage risers available for an additional cost

Lighting available with lighting control system for an additional cost

Full sound board and professional DJ mixing system available for an additional cost

Lighting and sound technician available for an additional cost upon request

Double Doors open to lobby/reception area

Ticketing system w/ online ticketing available for an additional cost (Major Credit Cards Accepted)

PRICE

Black Box Recital/Concert/Lecture Rates (3 hrs):

Daytime rates apply before 6 pm

Evening rates apply from 6 pm to midnight

Weekend rate applies to Friday & Saturday Eve and Sunday afternoon (3 hrs per day)

Single Day Rates	Day Price	Eve Price	Lighting	Sound	Risers	Ticketing	Warm-up/ Dressing Room
Mon-Thur	\$150	\$175	\$50	\$50	\$30	4% of Gate	\$60 per room
Friday	\$165	\$190					
Saturday	\$175	\$200					
Sunday	\$140	\$165					
Weekend Rate	\$550		Incl.	Incl.	Incl.		
Single Day Rehearsal (3 hrs)	\$90		Negotiable				

Black Box Theatrical Production (5 hrs):

Daytime rates apply before 6 pm

Evening rates apply from 6 pm to midnight

Weekend rate applies to Friday & Saturday Eve and Sunday afternoon (5 hrs per day) and includes 1 week of tech (the week of your first performance) from 6 pm to 11 pm Sunday through Thursday.

Single Day Rates	Day Price	Eve Price	Lighting	Sound	Risers	Ticketing	Warm-up/ Dressing Room
Mon-Thur	\$200	\$225	\$50	\$50	\$30	4% of Gate	\$60 per room
Friday	\$215	\$240					
Saturday	\$225	\$250					
Sunday	\$190	\$215					
Weekend Rate	\$750		Incl.	Incl.	Incl.		
Single Day Rehearsal (3 hrs)	\$90		Negotiable				

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Studio Rental (Studios A-E)

Vero Voce has five studios approximately 10' X 10' and larger, each furnished with a piano or keyboard. They are great spaces in which to rehearse or teach.

Day rates apply before 3:00 pm
Evening rates apply after 3:00pm

Single Day Rates	Day Price	Eve Price
Mon-Fri	\$20	\$25
Sat-Sun	\$25	\$25
Block (6-9 hrs in a 24 hrs period)	\$100	

Classroom Rental (Classrooms A & B)

Vero Voce has two classrooms approximately 18' X 20' each furnished with a keyboard. These rooms are the perfect size for a meeting, presentation, theatre rehearsal, music rehearsal, etc.

Day rates apply before 3:00 pm
Evening rates apply after 3:00 pm

Single Day Rates	Day Price	Eve Price
Mon-Fri	\$25	\$30
Sat-Sun	\$30	\$30
Block (6-9 hrs in a 24 hrs period)	\$150	

Regulations & Conditions of Hire

A non-refundable deposit of 25% of the total rental fee is required at time of booking. This deposit is for confirmation of booking and will be deducted from the final invoice amount. In the event of cancellation, the deposit is non-returnable. The Hirer will be invoiced for the full amount of the hire fee, which shall be paid, in full, 2 weeks prior to the event.

A \$125 refundable deposit is required, at the time of booking, for clean-up. This deposit will be refunded when all of the following conditions are met:

- All waste/props/costumes/set must be removed from the premises.
- All spills must be cleaned.
- The theater must be swept at the end of rental.

Applicants shall, at the time of booking the premises, provide full information regarding the nature of the event and will be restricted to this use as specified. Sub-letting of any

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rooms is prohibited. The premises shall not be occupied any earlier than 9:00 am and must be vacated no later than 11:30 pm.

The Hirer must be over 21 years of age and will be regarded as the person responsible for the event, and will provide stewards (over the age of 18) who will be present during the hiring.

The Hirer shall pay for all damage, which may be done or occasioned to the buildings, or to the fixtures, fittings, furniture and things belonging to Vero Voce during their occupation. Such damage being assessed by Vero Voce and deducted from the clean-up deposit, if such damage is deemed to exceed the sum held on deposit, an additional charge will be made.

The management shall not be responsible for damage to or loss of any equipment or goods brought into the premises by the Hirer. Any electrical equipment must be certified as tested. No smoke machines or flashing lights shall be used at any time. Any equipment brought in by the Hirer must be removed from the premises at the end of the hire period.

The Hirer shall, to the best of his/her ability, maintain and keep good order and decent behavior and shall not permit drunkenness, drugs or any other disorderly conduct on the premises.

He/she shall ensure that music provided on the premises shall not cause a nuisance to local residence. Any form of amplification shall be so controlled as to prevent such a nuisance. The music must end by 11:15 pm. Representatives of Vero Voce, Police Officers and Fire Officers shall, at all times, have free access to the premises. The Hirer shall be responsible for complying with Fire Regulations.

Any copyrights required to play or perform any music or theatrical production must be paid and obtained by the Hirer prior to performance. Rights must be presented to Vero Voce prior to production dates.

Nothing shall be affixed to the walls, floors, ceilings or any part of the premises. After use, the premises are to be left clean and tidy, and all waste must be removed. The aforementioned deposit of \$125 will be forfeited in the event that the aforementioned conditions are not met. Vero Voce retains the right to terminate a hiring if any of the regulations are breached. The Hirer shall be liable to pay the full fee if this situation arises. Vero Voce shall have the power to terminate any agreement relating to the future hire of the premises if it is considered that the Hirers have in any way been guilty of a breach of these or any federal, or local government regulations.

Vero Voce does not hold a liquor license. Therefore, no alcohol shall be sold in any way on the premises.

Concessions will be made available by Vero Voce and sold in the lobby on a separate stand. If you would like to sell your own concessions, there is a charge of \$15 per day or \$35 per weekend.

Vero Voce reserves the right to grant or to refuse any application for the hire of the premises. The management reserves the right to vary and modify these regulations without prior notice. Any decisions by Vero Voce management on the interpretation of these regulations shall be final.