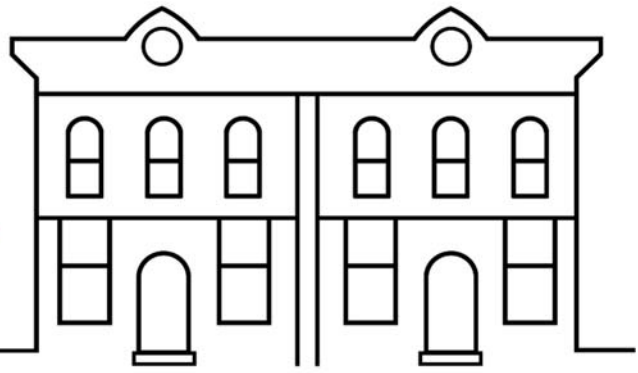


GUNNISON
arts center



Room Rental Request Form

Date Requested:

Event/Meeting Title:

Purpose of meeting/use:

Organization &/or Individual:

Arts Organization Non Profit Other (For-profit, fraternal or professional association, or individual)

Contact Phone Number(s):

Contact Email Address:

Room/Space Requested & Purpose:

Date & Time Requested:

Time of Arrival (set-up):

Time of Departure (including clean up):

Total Hours (Per space):

Additional Requests: (Catering, Food, Drinks/Bar, PA system and/or Audio/Visual):

Spaces Available & Pricing

Space	Arts Activity	Non-profit	Other
Main floor, Lobby and Gallery	\$30/\$45	\$50/\$65	\$70/\$85
Theatre**	\$35/\$50	\$55/\$70	\$75/\$90
Outside Patio	\$30/\$40	\$40/\$60	\$65/\$80
Arts Studios (Adult or Kid Studios)*** (Upstairs, elevator available)	\$20/\$40	\$40/\$55	\$60/\$75
Dance Studio (Upstairs, elevator available)	\$20/\$35	\$40/\$55	\$60/\$75
Rock Meeting Room (Upstairs, elevator available)	\$20/\$35	\$40/\$55	\$60/\$75
Music Studio (Upstairs, elevator available)	\$20/\$35	\$40/\$55	\$60/\$75
Other			

Additional Fees:

Cash bar service is an additional \$30 fee/event.

Janitorial fee of \$20 for food and drink service.

**Additional fees for theatre equipment: PA - \$25 per day,

**A/V equipment (audio, visual, projection, staff) - \$50 per day

***Does not include any art supplies

Optional Event Add-Ons':

Coffee Bar (Self-Serve): \$10 per 20 people. If the event is less than 20 people, the fee will be \$10

**includes: cups, stirrers, cream and sugar*

Hot Tea Bar (Self-Serve): \$10 per 20 people. If the event is less than 20 people, the fee will be \$10

**includes: cups, stirrers, cream and sugar*

Iced Tea and Lemonade (Self-Serve): \$15 per 20 people. If the event is less than 20 people the fee will be \$15

**includes: cups, sugar and lemon slices*

Ice Service: \$3 per 6 lb. bag *limit 5 bags*