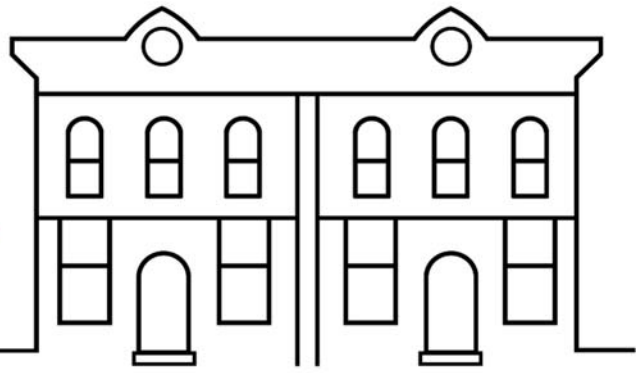


GUNNISON *arts center*



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: (ADA Needs, Catering, Food, Drinks/Bar, PA system and/or Audio/Visual):

Spaces Available & Pricing

All Spaces in the Gunnison Arts Center are ADA compliant

Space	Arts Activity	Non-profit	Other
Main Gallery	\$35/\$45	\$55/\$65	\$75/\$85
Theatre**	\$35/\$45	\$55/\$65	\$75/\$85
Courtyard (outdoors) May – October only, weather permitting	\$30/\$40	\$40/\$50	\$60/\$70
Arts Studios (Adult or Kid Studios)*** (Upstairs, elevator available)	\$20/\$30	\$40/\$50	\$60/\$70
Dance Studio (Upstairs, elevator available)	\$20/\$30	\$40/\$50	\$60/\$70
Café Gallery	\$20/\$30	\$40/\$50	\$60/\$70
Kitchen (Non – Commercial)	\$35/\$45	\$50/\$60	\$65/\$75
Music Studio (Upstairs, elevator available)	\$20/\$30	\$40/\$50	\$60/\$70

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*