



# Theatre Usage Request Form

Organization Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Main Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Non Profit ID \_\_\_\_\_

Date	Start Time	End Time	Event Type

Event description and additional details:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 2012 Theatre Fees

	Resident <u>Non-Profit</u>	Resident <u>All Other</u>	Non-Res. <u>Non-Profit</u>	Non-Res. <u>All Others</u>
Theatre Rental	\$100/ hr	\$125 / hr	\$110 / hr	\$140 / hr
House Manager	\$25 / hr	\$25 / hr	\$25 / hr	\$25 / hr
Technician	\$30 / hr	\$30 / hr	\$30 / hr	\$30 / hr

**There is a four hour minimum for all rentals. At least one House Manager and one Technician required for all events. A 30% deposit is required upon reservation. Make checks payable to the City of Renton.**

### Equipment And Amenities Include:

Lapel and wireless microphones, cassette, CD Players, Clearcom Intercom System, VCR / DVD player, video monitor, movie screen, LCD Video Projector (additional cost of \$150 per day,) lap-top connectivity, ADA accessible, Assistive Listening System, concessions area, Baby grand and electric pianos, dressing rooms with restrooms and shower facilities, free Wi-Fi.

**If you have questions or comments or would like to schedule a tour of the theatre, contact Vincent Orduna at the City of Renton, 1055 South Grady Way, Renton, WA, [vorduna@rentonwa.gov](mailto:vorduna@rentonwa.gov) or 425-430-6706.**

Visit [rentonwa.gov](http://rentonwa.gov) for more information