

# Northwest Arts Center Rental Fees

## Rental Hours:

Every Day: 8:30am-10pm

Notes:

- ✓ Rental times need to include set-up and take-down time.
- ✓ Two-hour minimum applies to all rentals.
- ✓ 30% off regular rate for non-profit groups with proof of 501(c)3 status

## Rental Fees

<u>Room</u>	<u>Square Feet</u>	<u>Capacity</u>	<u>Hourly Rate</u>
Studio B – Medium size classroom	735	40	\$40
Studio C – Small meeting room with kitchen	357	12	\$30
Studio D – Dance and fitness studio	1,950	100	\$60

## Special Uses:

If you are hiring a company to provide a service for your event such as on-site catering, music, entertainment, games, and/or additional equipment a permit is required and must be approved in advance. Complete details can be found in the [Facility Rental Guidelines](#).

Submit the [Indoor Facility Special Use Form](#) as soon as hired companies have been selected. Our office will work directly with them to meet requirements. Deadline to meet requirements is 21 days prior to event date.

## Additional Charges

### Cleaning Fee:

If additional cleaning is required after rental ..... \$110/hr (plus overtime charges)

### Overtime Charges:

Billed at twice the hourly rental fee, including the facility staff fee, at 15-minute increment.

### Facility Staff:

Required for all after-hour and weekend rentals .....\$25/hr

*Note: Additional staffing fees may be required for large groups, groups serving alcohol and other groups at the facilities discretion.*

### Cancellation Fee:

Minimum \$35 up to 100% of rental fees. See Cancellation and Rescheduling Policy in the [Facility Rental Guidelines](#).