

Reservation Agreement

Name of business/organization or renter name

Primary contact

Phone

Email

Billing address

Description of renter's activity

Rehearsal/practice/meeting
(non-income producing)

Class/workshop/performance
(income producing)

Private

Open to the
public

SU **M** **TU** **W** **TH** **F** **SA**

Day(s) and Time(s) for Renter's activity

Start Date

End Date

Open Studio

Closed Studio
(Studio C)

Rental Rates

Classes & Workshops

Rehearsal (non income)

Day Rate

Peak Time Rate	Off Peak Rate
\$20 per hour	\$16 per hour
\$10 per hour	\$10 per hour
\$450 per day	\$450 per day

"Regulars" Peak Rate

\$16 per hour

\$10 per hour

N/A

"Regulars" Off Peak Rate

\$12 per hour

\$8 per hour

N/A

Private Lesson Punch Pass \$100 for 8 hours | **Personal Practice Punch Pass** \$50 for 5 hours

Payment Information

Security Deposit (circle one)

> 5hrs per week: \$20

< 5hrs per week: \$50

< 10hrs per week: \$100

Paid? (Cash or check only)

Payment for rental is due at the time of reservation.

Total Paid? (Method: Credit Card | Check | Cash)

Credit Card Information

Visa | MC | Amex | Discover

CC No.

Expiration

CCV #

Signature of renter

Date

Reservation Information for Public Activities

Name of business/organization or renter name

Name of event/class/workshop

Description

Age range for activity

Experience necessary?

Yes

No

Skill level required/any other prerequisites

Drop-ins welcome

Must pre-register

Cost of activity

Maximum number of participants?

SU **M** **TU** **W** **TH** **F** **SA**

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Contact name for sign ups

Contact email

Contact phone

Website/sign up URL

*If you would like your activity to be listed in our monthly e-blasts, handouts or on our website, we must receive your information by the 21st of each month to be included for the next month.