

# **Anderson Young Ballet Theatre and Academy Wedding Reception and Event Policies and Rates 2016-2017**

Deposit Fee for Event: \$250

\*Facility Rental Fee= \$500.00

\* Host: Required for event \$15.00 per hour

\*Price includes use of the main gathering rooms within the facility, and the kitchen, prior cleaning of the facility, clearing of space used, the sound system to be used with either an I-Pod or CDs, and speakers.

Rentals, tables, chairs, linen, etc. will be the responsibility of the lessee and the time of arrival of those rentals will be communicated to the facility five (5) days in advance of the event. The lessee of the rentals must be present as Academy faculty and staff will not be responsible for the placement of the rentals within the facility. All rentals must be cleared so as to not compromise the use of the spaces for classes. Failure of this will result in further fees.

The lessee will be responsible for clearing the facility of all trash and garbage at the close of the event and will deposit said items into the dumpster prior to leaving the facility.

Housekeeping needed after the event that is deemed inordinate upon the completion of the lease will be assessed and added to the charges in the final invoice.

A Set-up day before event, if available will be assessed a charge of an additional \$100.00.

## **Food and Drink**

Catering and liquor vendors used within the Academy facility must be licensed and bonded and able to produce a certificate of insurance naming the Academy as additional insured. Proof of license, bonding, and the certificate of insurance must be presented to the Academy no later than five (5) days prior to the event.

Availability of the academy is predicated on the Anderson Young Ballet Theatre performance schedule. No availability is given the weeks prior to and through the production of The Nutcracker, Spring Gala, Annual Adjudication, and Spring Recital.

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