



Fredgren Studio Theater Rental Application

Organization Name: _____ Application Date: _____

Type of Business: Non-Profit*: _____ Individual Artist: _____ For-Profit: _____

Other (describe): _____

*A copy of your 501(c)3 letter from the IRS is required for non-profits

Special Discounts: Please check if you are a member of any of these organizations:

- Northern Virginia Dance Coalition Fairfax Chamber of Commerce Falls Church Chamber of Commerce
- Alexandria Arts Forum BalletNova Faculty

Contact Name: _____

Address: _____

Phone: _____ Email: _____

Purpose of Rental: _____

Total People Expected at Event: _____ Number of Performers/Cast Members: _____

Is this event open to the public? _____ Yes _____ No

Rooms to be rented: ___ Theatre ___ Studio D ___ Studio C ___ Studio E ___ Studio B
 ___ Studio A ___ Dressing Rooms ___ Kitchen ___ Other

Theater Rentals require a \$250 refundable Security Deposit.
 All Rentals Require a Certificate of Liability Insurance.

Dates Listed Below are requests only - they are not guaranteed and will not be held without all necessary paperwork, including certificate of insurance, application approval and signed contract. Requested dates and times are subject to availability. Requested hours must reflect set-up and tear-down as groups will not be allowed in before the start time on their contract.

Rental Date(s):	Rental Time(s):	Purpose (basic rehearsal, rehearsal w/ lights, performance)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Start Time of Actual Event(s)/Performance(s): _____

End Time of Event (s)/Performance (s): _____

Equipment Needs:

Please inquire about any equipment needs. Renters may use BalletNova equipment if it is available with Technical Director Staff on site. BalletNova equipment is not guaranteed. BalletNova Technical Director is the only authorized person to operate theatre equipment and will run lighting, if you wish for additional sound operator to be provided by BalletNova, it is additional \$25 per hour.

Light Board Sound Board Lobby Table (how many?) Lobby Chairs (how many?)

For additional fee: Sound Operator Wireless Microphone

Do you have any sets or props?

No Yes: _____

Will you or someone in your group be bringing special equipment to this rental?

No Yes: _____

Please submit completed applications along with video footage of piece or group performance similar to what will be performed to:

rentals@BalletNova.org
or mail to:
BalletNova Center for Dance
ATTN: Performance Rental
3443 Carlin Springs Road, Falls Church, VA 22041

Thank you for your interest in the BalletNova Fredgren Studio Theater.