

**a:** 4408 Delridge Way SW

 Seattle, WA 98106

**t:** (206) 935-2999

**w:** www.dnda.org

**Rental Rates**

When establishing a rental timetable, **Renter must include both set-up and clean-up time within rental period.** Caterers and others should be instructed not to arrive before the contracted rental time. Deliveries of rental equipment, cakes, flowers, etc., must be made during the rental period, unless special arrangements are made with Youngstown Manager or Youngstown staff at least (7) days prior to the event. Youngstown Cultural Arts Center reserves the right to charge for non-approved delivery and pick-up outside of normal hours of operation or set-up/clean-up times.

Renters will be charged from the time the first person associated with the organization enters the rental space, until the last person (volunteer, audience member, caterer or other service personnel) associated with the event leaves the building.

Youngstown Cultural Arts Center hours of operation are Monday – Friday, 10am – 6pm. These hours, plus weekends and evenings are available for bookings.

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| **Facility** | **Standard Rate** | **Non-profit Rate** | **Janitorial Cleaning Fee** |
| Theater | $90 /hr | $75 /hr | $50 |
| Movement Studio | $65 /hr | $50 /hr | $50 |
| Classroom 111 | $50 /hr | $40 /hr | $50 |
| Dressing Rooms | $20 /hr | $15 /hr | $50 |

**Staff Rates**

Youngstown Cultural Arts Center requires a minimum if one (1) staff person for any event outside of business hours (Mon-Fri, 10a-6p). A staff charge may apply.

Youngstown Cultural Arts Center requires Renters to hire in-house Technical Staff if technical equipment is being used, unless otherwise agreed upon in writing.

For events with 100 or more attendees, Youngstown Cultural Arts Center, may require Renters to hire a second House Manager. One House Manager per 100 attendees.

Event Staff serve as the official Youngstown Cultural Arts Center representatives, and may answer questions, advise about space, and assist with set-up and clean-up per request.

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| **Staff** | **Rate** | **Notes** |
| House Manager | $25 /hr |  |
| AV Technician | $35 - 50 /hr |  |

* All rentals require a deposit of $100 at the signing of the contract to reserve space. This deposit amount will be taken from the total that is due 1 week before the event.