



**BUTLER DANCE EDUCATION CENTER
FACILITY RENTAL RATES & POLICIES**

All rates are subject to change without notice

STUDIO DIMENSIONS & RATES

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|-----------------------------------|--------------|--------------------------------|
| Armstrong/ Connelly Studio | 36'6 X 52'11 | See separate rate sheet |
| AdlerLand Studio | 28'1 X 38'10 | \$30 per hour (2 hour minimum) |
| Studio D | 28'6 x 43' | \$30 per hour (2 hour minimum) |
| Studio E | 28'10 X 40'3 | \$30 per hour (2 hour minimum) |
| Shiftlet Studio | 33' x 18'8 | \$25 per hour (2 hour minimum) |
| Kodosky Studio | 49' x 29' | \$25 per hour (2 hour minimum) |

OTHER FACILITIES

Board Room

For-profit rates:

½ day rate.....\$250 (4 hours maximum)

Full day rate.....\$350 (8 hours maximum)

Any time exceeding contracted hours will be billed at \$100/ hour.

Non-profit rates:

½ day rate.....\$50.00 (4 hours maximum)

Full day rate.....\$100.00 (8 hours maximum)

Rates include standard AV package which includes screen, projector and small PA system. All rental policies are outlined in the use agreement.

City View Lounge

For-profit rates:

½ day rate.....\$150.00 (4 hours maximum)

Full day rate.....\$250.00 (8 hours maximum)

In conjunction w/ board room rental..... \$75.00 (up to 4 hours)

Any time used after 4 hours will be billed at \$50/ hour.

Non-profit rates:

½ day rate.....\$150.00 (4 hours maximum)

Full day rate.....\$250.00 (8 hours maximum)

In conjunction w/ board room rental.....No Charge

DEPOSITS

Ballet Austin requires 25% (of base rent) deposit in order to hold the requested rental dates and times.

STUDIO RENTAL POLICIES

ARRIVAL/ CHECK-IN

The first person to arrive each day must check-in with the Facilities Manager or at the reception desk in order to have studio access.

DRESSING ROOMS & LOCKERS

Renters have access to men's and women's restroom/ dressing room facilities located on the first and second floors. Renters may use lockers available in the dressing rooms. Renters must provide locks and remove them upon departure EACH DAY. Locks will be removed if they are left overnight. Any toiletries left in the locker room, toilet or shower area will be discarded each day. Ballet Austin is not responsible for lost or stolen articles.

SMOKING

The Butler Dance Education Center is a **smoke-free** building. There is no smoking allowed anywhere in the building or within 20 feet of any entry door.

FOOD & BEVERAGE

No food or drinks are allowed in the studio except bottled water.

SHOES

Ballet Austin has very strict policies regarding the type of foot wear permitted in its studios. Please consult the list of acceptable footwear. Use of rosin is strictly prohibited in any studio.

STUDIO FLOOR

All tape and markings will be removed from the studio floors upon completion of use each day. Further, all markings will be made only with approved tape appropriate for studio flooring (please contact office for details). No masking or duct tape.

PHONES & DELIVERIES

There are no telephones available in any studio. NO deliveries, faxes or phone calls (except in case of emergency) will be accepted for studio tenants.

HEAT/ COOLING

Do not attempt to adjust the thermostat in the studio. Thermostats are locked and can only be adjusted by the Facilities Manager. If the studio is too hot or too cold, please contact the Facilities Manager.

AUDIO EQUIPMENT

Each studio is equipped with a portable sound system with CD/ Mini-disc player.

PIANOS

Each studio is equipped with a piano. Ballet Austin maintains the instruments, with regular tunings. If the Renter requests a piano to be tuned, this will be arranged for by Ballet Austin and the additional expense charged to the Renter.

CANCELLATION POLICY

In case of cancellation, the Renter must notify Ballet Austin at least 10 business days prior to the requested rental date or Ballet Austin has the right to charge the Renter half of the total amount due on the rental. The Renter forfeits entire payment to Ballet Austin for cancellations made less than 5 business days before rental date.

In the unlikely event that Ballet Austin must cancel a rental period with less than one month notice, the Renter is entitled to a full refund of all deposits. For cancellations made less than one month in advance, the Renter is entitled to a full refund plus free rental space equal to the amount of time that was cancelled by Ballet Austin

SECURITY/ BUILDING MONITORS

If contracted rental hours fall outside of Ballet Austin's Administrative and Academy hours of business, Ballet Austin's security personnel must be on-site to monitor and secure the building at the end of the day. The cost of such personnel is the responsibility of the Renter. Personnel will be charged back at the rate of \$12/ hour.

CLEANING FEES

Cleaning fees will be determined by the Facilities Manager. These fees are based on hours, type of usage and expected occupancy. If the studio requires deep cleaning, or if the room or equipment require repair due to negligence on behalf of the Renter, the Renter shall be responsible for additional custodial fees, damages or repairs costs.

PARKING

There is limited short term parking in the Ballet Austin lots on both the east and west sides of the building. These lots are reserved for Ballet Austin patrons.

Metered: Metered parking costs \$1 per hour and is limited to 2 hours. Parking after 5:30 p.m. and on weekends is unlimited and is free. Metered parking spaces are located on San Antonio Street and 3rd Street. Meters take nickels, dimes, and quarters and also accept programmable parking meter cards. The cards can be purchased, for \$5, at 1111 Rio Grande and in the Transportation Office on the 8th floor of One Texas Center, 505 Barton Springs Rd. The rechargeable cards can be programmed to hold up to \$20 in value.

City Hall Parking Garage: Ballet Austin is a validation center for parking underneath City Hall in the parking garage underneath Austin City Hall, 301 W. Second Street. Park free for up to 2 hours with validation. Tickets can be validated at Ballet Austin on weekdays between 8:00 am and 5:00 pm.

Paid Garage and lot parking: There are several downtown area lots and garages where you can pay to park when visiting the downtown area.

Approved Foot Wear

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| <p>AustinVentures StudioTheater</p> <ul style="list-style-type: none"> ▪ Ballet slippers ▪ Pointe Shoes ▪ Bare feet ▪ Camel colored jazz shoes ▪ Camel colored modern shoes | <p>AdlerLand Studio</p> <ul style="list-style-type: none"> ▪ Ballet slippers ▪ Pointe Shoes ▪ Bare feet |
| <p>Armstrong/ Connelly Studio <i>(with dance floor in place)</i></p> <ul style="list-style-type: none"> ▪ Ballet slippers ▪ Pointe Shoes ▪ Bare feet ▪ Camel colored jazz shoes ▪ Camel colored modern shoes | <p>Armstrong/ Connelly Studio <i>(with wood floor in place)</i></p> <ul style="list-style-type: none"> ▪ Ballet slippers ▪ Pointe Shoes ▪ Bare feet ▪ Jazz shoes ▪ Jazz sneakers ▪ Character shoes ▪ Ballroom shoes ▪ Modern dance shoes |
| <p>Shiflet Studio & Kodosky Studio</p> <ul style="list-style-type: none"> ▪ Ballet slippers ▪ Pointe Shoes ▪ Bare feet ▪ Jazz shoes ▪ Jazz sneakers ▪ Tap shoes ▪ Character shoes ▪ Ballroom shoes ▪ Modern dance shoes | <p>Studio D & E</p> <ul style="list-style-type: none"> ▪ Ballet slippers ▪ Pointe Shoes ▪ Bare feet |