

* Please make all checks payable to Visible Music College

Schedule A: 2023 Rates

Security Deposit (refundable)	Atrium, Concert Hall, Wilson Center	\$ 1,500
	Classroom/Conference Room/Studio	\$ 200
	Student/Staff/Alumni	\$ 50

Evening Rates - 4pm until 11pm (set-up starting at 8am)

Sunday through Friday

Renter's Initials_____	Atrium	\$ 2,300
Lessor's Initials_____		
Renter's Initials_____	Concert Hall	\$ 2,300
Lessor's Initials_____		
Renter's Initials_____	Atrium and Concert Hall	\$ 4,100
Lessor's Initials_____		
Renter's Initials_____	Wilson Center	\$ 2,300
Lessor's Initials_____		

Saturday

Renter's Initials_____	Atrium	\$ 2,875
Lessor's Initials_____		
Renter's Initials_____	Concert Hall	\$ 2,875
Lessor's Initials_____		
Renter's Initials_____	Atrium & Concert Hall	\$ 5,250
Lessor's Initials_____		
Renter's Initials_____	Wilson Center	\$ 2,875
Lessor's Initials_____		

Daytime Rates - 8am to 4pm (must be cleaned up by 4PM)

Saturday & Sunday

Renter's Initials_____	Atrium	\$ 2,070
Lessor's Initials_____		
Renter's Initials_____	Concert Hall	\$ 2,070
Lessor's Initials_____		
Renter's Initials_____	Atrium & Concert Hall	\$ 3,640
Lessor's Initials_____		
Renter's Initials_____	Wilson Center	\$ 2,070
Lessor's Initials_____		

Monday through Friday (mid-May through August only)

Renter's Initials_____	Atrium	\$ 1,840
Lessor's Initials_____		
Renter's Initials_____	Concert Hall	\$ 1,840

Lessor's Initials _____
 Renter's Initials _____ Atrium & Concert Hall \$ 3,180
 Lessor's Initials _____
 Renter's Initials _____ Wilson Center \$ 1,840
 Lessor's Initials _____

Meeting Rooms and Offices - 8am - 10 pm Sunday - Saturday (2 hour minimum)

Renter's Initials _____ Classroom 308, 309, 312, or 313 \$ 75/hr
 Lessor's Initials _____
 Renter's Initials _____ Conference Room 011 or 433 \$ 75/hr
 Lessor's Initials _____
 Renter's Initials _____ Private Office Space \$50/day or \$400/mo
 Lessor's Initials _____

Studios - 8am - 10 pm Sunday - Saturday (1 hour minimum)

Renter's Initials _____ Studio 1 or 2 (no engineer) \$ 20/hr or \$150/day
 Lessor's Initials _____
 Renter's Initials _____ Studio 1 or 2 (with engineer) \$ 30/hr or \$250/day
 Lessor's Initials _____
 Renter's Initials _____ Podcast Studio \$ 80/hr or \$400/day
 Lessor's Initials _____

*All tables & chairs are included in the rental fees, no linens are available.

- 15 round tables, 60" diameter, 30" tall (seats up to 8 per table)
- 15 long, rectangular tables, 70" x 20", 28" tall (food or seating)
- 5 bistro tables, 36" x 24", 41" tall
- White folding chairs available = 60
- Grey Visible Chairs = 150

*Parties that need an additional day for set-up may buy out the previous rental day prior to the Event, if available, for an additional fee to be negotiated, which will not be less than \$1500.00 in any event.

Renter's Initials: _____ Lessor's Initials _____: Renter desires to rent the day prior for a fee of \$_____.

Renter's Initials: _____ Lessor's Initials _____: Renter does not desire to rent the day prior.

The premises should be vacated by 12:00am the next morning after the rental day.

Additional Fees for use of Sound and Video System including microphone(s), stand(s), video screens and audio technician is \$250. Additional Fees for use of the Lighting Package is \$150.

Renter's Initials: _____ Lessor's Initials _____: Renter desires to rent the use of the Sound & Video System for the Event.

Renter's Initials: _____ Lessor's Initials _____: Renter does not desire to rent the use of the Sound & Video System for the Event.

Renter's Initials: _____ Lessor's Initials _____: Renter desires to rent the use of the Lighting Package for the Event.

Renter's Initials: _____ Lessor's Initials _____: Renter does not desire to rent the use of the Lighting Package for the Event.

Atrium is 4,500 sq. ft.; Concert Hall is 2,375 sq. ft.; Wilson Center is 3,960 sq. ft.

Maximum capacity of event spaces is as follows:

	Atrium	Concert Hall	Wilson Center
Max Capacity	250	190	115
Banquet	175	100	100
Theater Row	200	150	115

Maximum capacity of meeting and classrooms is as follows:

	Room 308	Room 309/312/313	Room 011/433
Max Capacity	50	20	10

Discount Rates Available

Active/Retired Military	10%
501c3 Non-Profit	50%
Current Staff/Alumni	75%

TOTAL FEES AGREED UPON:

Rental Fee: _____

Discount: _____

Sound & Video: _____

Lighting: _____

Security Deposit: _____

Total: _____

Renter's Initials: _____

Lessor's Initials: _____