

Dallas Theater Rental Information

The Dallas Theater is available for a variety of functions, including shows, corporate events, weddings, awards ceremonies and more! Your rental includes use of the lobby, the house (seating area), stage, backstage dressing rooms, and an extra room downstairs with refrigerator/counter space (aka the “Green Room”).

Seating: 569 seats, 390 on the main level and 170 in balcony

Dressing Rooms: Our backstage includes spacious men’s and women’s dressing rooms with large vanity, plenty of mirrors, and restrooms complete with showers.

Tech Info: Yamaha M2500 Mixing Console, Lexicon 64 Channel Equalizer, SM 58 Sure Microphones (wired and wireless), SM 57 Microphones, SM 92 Sure Compressor Microphones State of the Art Lighting System, ETC 24 / 48 Console

<u>Rates:</u>	<i>Non-Profit Rate</i>	<i>Regular Rate</i>
3 hour rental	\$350	\$475
5 hour rental	\$350	\$890
10 hour rental	\$500	\$1,280
Rehearsal	\$200 for first 3 hrs and \$25 each additional	

The above rates refer to ***the time the doors open (1 hr prior to show start) to the end of the show***. There is a \$25/hour load-in/load-out fee for setup time prior to event start and breakdown after the show ends. Cleaning Fee of \$75.00 applies to all theater rentals, also a technician fee of \$15 per hour per tech with a 4hr minimum. Non-Profit rate is only given when proof of 501(c)3 status (form must be submitted), ticketed events must be booked *six months in advance*.

Deposit/Cancellation Policy-

-30% of your total rental fee is due at signing

-All deposits are non-refundable but do apply to the total rental fee

-Final payment is due (30) days prior to event to avoid cancellation

-Cancellation must be received more than (30) days prior to even and must be received in written form.

-If an event is canceled more than (30) days prior, we will transfer all deposits and pre-payments to a new date no more than (1) year from original rental date. If the date is transferred, all deposits and pre-payments will apply to the new date but, 50% of the remaining total rental fee will be due at the time of the new booking.

-If an event is cancelled less than (30) days prior, all deposits and pre-payments are forfeited.