

VASHON HIGH SCHOOL THEATRE

	<u>Non-Profit/ Community</u>	<u>Youth Groups</u>	<u>Commercial</u>	<u>Private Party</u>
Theatre (includes one classroom)	\$ 10/hr	\$5.00/hr	\$30/hr	\$20/hr
Production Fee	Single Performance \$25 - Multiple performances \$50/weekend (Money for Production fee goes directly to Vashon High School-Drama Dept)			
Damage Deposit	\$150/one night performance		\$250/multiple performances	
Restroom cleaning	\$25/one performance - \$50/weekend multiple performances			

- Users must provide **Proof of Insurance** before use of space.
- **No Children** are allowed into the theatre **before 5pm weekdays**.
- One or two adults may be allowed in earlier in the day, for set-work only. **This must be requested and approved in advance by the Park District and the High School.**
- The Park District **MUST** receive a detailed “time in/out list” and a completed Facility Use Permit at least **TWO WEEKS BEFORE** your scheduled use, along with a damage deposit. Scheduling during the Theatre Meeting does not guarantee your getting into the space. **If we do not receive this paperwork, no one will open for you.**
- An inspection report will be completed after each production is finished. If cleanup is not up to school standards (**there is a separate sheet with detailed after [production instructions for clean-up]**), your damage deposit will be debited at the hourly rate of \$50/hr.
- Chairs, tables or other pieces of equipment must be requested at the time of completing the facility use permit. There may be additional charges for some types of equipment.
- Groups are asked to leave the facility in “**classroom ready**” condition. **ALL** garbage should be removed with you at end of everyday. The bathrooms should also be checked daily and straightened. (The Park District access person will do the cleaning/sanitizing after performances.) If additional daily (rehearsal/tech) clean up is required by school or Park District personnel, the user will be charged a minimum fee of \$25hr.
- The misuse of this facility or the failure to conform to these regulations, the instructions of VPD/school district employees, or the conditions of a permit, will be sufficient reason for denying any future permits. Matters of complaints, if not resolved by the staff, will go to the Board of the Park District.

Approved by VPD Board _____