



Theater Rental Request

1665 Quincy Avenue, Suite 131, Naperville, IL 60540
630.355.9212 Fax: 630.355.9226 www.centerstage-theater.com
Email: info@fairladyproductions.net
Fair Lady Productions, Inc. is an Illinois 501c3 not-for-profit organization.

Date: _____

An Agreement between Fair Lady Productions, Inc. and the following:

Company Name: _____

Mailing Address: _____

Web Address: _____

Business Phone: _____ Fax: _____

Primary Contact: _____

Phone #1: _____ Phone #2: _____

Email: _____

Secondary Contact: _____

Phone #1: _____ Phone #2: _____

Email: _____

Title of Event: _____

Is this event suitable for all members of a family? Yes No Rating? _____

Briefly describe your event:

Please Select:

Rental Space		Performance	Rehearsal
<input type="checkbox"/>	Main Stage (156 seat capacity, 30' x 20.5' stage, manual pulley curtain system, dressing room)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Black Box (50 seat capacity, 20' x 15' stage)	<input type="checkbox"/>	<input type="checkbox"/>

Please note: No outside food or drinks are permitted.

Rental Dates & Times

Requested Date(s)	Arrival Time <small>No later than 30 mins prior to show.</small>	Show/Event <small>Doors, Duration and Intermission.</small>	Exit Time <small>No later than 30 mins after show.</small>

Rental Rates

(subject to change)

Main Stage	\$200 per hour
Black Box	\$100 per hour
Main Stage & Black Box	\$250 per hour
Technical Supervisor	\$40/hour – required at all times
**House Manager	\$20/hour – required at all times **
Microphones	\$50/day (per lavalier or single mic w/stand)
Projector & Screen – Main Stage Only	\$50/day

*CST Technical Supervisor is required at all rehearsals & performances - Main Stage only.

**CST House Manger is required at all rehearsals & performances – Black Box & Main Stage.

Add Ons:

Microphones How Many? _____ (\$50 per microphone per day)

Lavalier Handheld

Projector & Screen (\$50 per day)

(Available on Main Stage Only)

Briefly explain your technical needs:

REQUIRED: Insurance Certificate in the amount of \$2 Million due from Renter with Fair Lady Productions, Inc. named as the Insured Party, covered against all foreseeable losses and casualties that may arise as a result of the execution of the contract between Renter and FLP, Inc. The insurance requirement should be limits of at least \$1,000,000 per occurrence, \$2,000, 000 in the aggregate, and \$100,000 for Damage to rented Premises.

Rental terms and rates are subject to change without notice.

