DANTE HALL THEATER RENTAL INFORMATION

Rentals:

- Main Theater
- 3rd Floor Dance Studio
- 3rd Floor Dressing Room
- 3rd Floor Meeting/Breakout Room

Additional Items:

- Use of on-stage drop screen; podium, microphones*, SPECIALIZED lighting and sound
- Use of Sound Booth projector (must be operated by Dante Hall sound/lighting tech**)
- Use of Baby Grand Piano
- Box office and online ticket sales for ticketed events.
- Banquet/hi-top tables and linens*

Rental fees: (Fees vary per rental/event. For prices and quotes contact Dante Hall Theater)

- Specialized Rates for Performances/Productions
- Standard Rates for Conferences/Lectures/Parties
- Discounted Rates for certified Non-Profits (copy of valid 501 c3 certification must be submitted to Dante Hall Theater)
- $100 non-refundable initial deposit to secure date (preferred dates will not be held without deposit)
- ADDITIONAL DEPOSITS/CANCELLATIONS AND PAYMENT SCHEDULE POLICY will be reviewed prior to acceptance of initial deposit.

*inventory is limited, any additional equipment needed is the sole responsibility of client
**non-negotiable requirement

Other requirements:

INSURANCE: A mandatory Certificate of Insurance policy for the amount of $1,000,000 (each occurrence) and $3,000,000 aggregate in bodily injury and liability, issued by a Class A company. Policy must list Stockton University, 101 Vera King Farris Drive, Galloway, NJ 08205; St. Michael Church, 10 N. Mississippi Avenue, Atlantic City, NJ 08401; State of New Jersey, 20 W. State Street, Trenton, NJ 08625; Stockton Affiliated Services, Inc., 101 Vera King Farris Drive, Galloway, NJ 08205 as additionally insured for the date(s) and time(s) of the rental.

(PLEASE NOTE: The cost of this certificate is solely determined by the insurance provider and may vary between providers.
A valid copy of this certificate must be received by Dante Hall Theater no later than 7 days prior to the start of the rental dates outlined in Rental Agreement or access to the venue will be denied.)

PERMITS: Any catering that includes alcohol/alcoholic beverages needs prior approval from Theater Manager. Once approved, client is responsible for obtaining all necessary licensing/permits from the city and state, along with any additional licensed staff for serving as required.

Name __________________________________________ Contact Phone (_______) ___________-____________________________

Email Address ______________________________________________________________

Event Description ______________________________________________________________

Event Date(s) __________________________________________________________________

Event Hours (include time to load in/load out) FROM __________________ TO ________________

Please complete and submit to Stephanie Clineman
PHONE: (609) 626-3846 EMAIL: Stephanie.clineman@stockton.edu FAX: (609) 345-1305
*submission of this form does not constitute a formal agreement.