

THE ROCK

CENTER FOR DANCE

STUDIO RENTAL FORM

Contact Name:		Company:	
Cell Phone:	Alternate Phone:	Email:	
Billing Address:			Zip Code:
Additional Contact:	Cell Phone:	Email:	

- The person whose name is on the application as the renter must be the first person in the studio on the day of the event and must remain on site throughout the entire event. Only the authorized renter may operate the sound system.
- Rental time starts as soon as you occupy the studio. Please start and end on time.
- Anyone under the age of 18 must be accompanied by an adult. Do not leave minors unattended in the studio.
- Be kind to the barres: Do not hang, stand, or sit on barres. Be kind to the equipment: Do not blast volume on sound system.
- Be kind to the floors: No dirty street shoes. Do not drag chairs, tables, or heavy items across floor.
- A Studio Cleaning Fee of **\$25.00** will be added for any rental over four hours.
- Food, drinks (except bottled water), and chewing gum are not permitted inside the studios.
- **Studio rental MUST be paid for before your time starts.**
- **Additional fees will apply for any time scheduled outside of normal business hours.**
- **No refunds for time that was not used. You must pay for what you booked.**
- **There will be a charge 25% to the card on file of your total for any form of cancellation or no show within 24 hours.**

In submitting and signing this application, I certify that I have read, understand, and will abide by the facility rules and regulations set forth. Applicant hereby agrees to hold The Rock Center for Dance free and harmless from any injury, loss, damage, liability, cost or expense that may arise during and related in anyway by the use and occupancy of said facility, to the extent such injury, loss, damage, liability, cost or expense arise out of negligent acts or omissions of Applicant. I, the undersigned or the company I represent, will be responsible for any damages sustained by the facility. Any lost equipment or damages sustained to The Rock Center for Dance property shall be compensated within seven days. I agree that this reservation is granted with the understanding that The Rock Center for Dance may cancel when necessary. Full payment must be made at time of reservation. It is my responsibility to notify The Rock Center for Dance of any cancellations or revisions on my part within 24 hours of rental. I understand that prices are subject to change without notice.

Renter's Signature: _____ Date: _____

Credit Card Information (Required)



We do NOT accept American Express

Name as it appears on card:	<input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Discover
Card Number:	Exp Date: _____ CVV: _____
Authorized Signature: _____	

↓ ↓ OFFICE USE ONLY ↓ ↓

FORM INPUTTED BY:	DATE:	NOTES: