



Studio Space Rental

Welcome to Alaska Dance Promotion.

We look forward to working with you to make your event, classes or dance lessons a success!

All prices and details are subject to change.

RENTAL RATES FOR SHOWS, WORKSHOPS, DANCE CLASSES, PRIVATE DANCE LESSONS, PARTIES & OTHER SPECIAL EVENTS

- **\$25/hour private lesson use | \$ 50/hour private dance team use | \$ 75/hour private event use | Negotiable**
- Negotiated rates available for contracted dance teams, contracted dance instructors offering private dance lessons and group dance classes.
- Plus \$10.00 for a Alaska Dance Promotions representative to unlock and lock studio before and after event. This may be waived for established renters holding a three month contract.

Additional Costs/Requirements:

- **For All Events: event must be done and music off by Midnight, and premises must be vacant by 1:00am.**
- **Use of our Sound Equipment** (see below): \$50 refundable deposit per event.
- **Floor: We love our lovely floor.** Shoes, props or sets may NOT endanger the floor.
- **Decorations:** No tacks, nails, screws, staples, etc. on the walls or floors. No duct tape on the floor or walls! Only gaffers or blue painter's masking tape. Remove all decorations after rental.
- **Garbage/Recycling:** Trash must be bagged and taken to dumpsters in parking lot and new garbage bags in trash containers.
- **Security Deposit:** \$100 or \$200 (if alcohol is to be served)
- **Insurance:** We require \$1,000,000 insurance certificate listing Alaska Dance Promotions as additional insured for any non ADP Sponsored Events or non ADP Sponsored Group Classes. No policy = no rental.
- **Alcohol:** Not to be sold at events open to the public without a permit (we need a copy). Due at least 2 weeks before event. Must request permission for serving at private parties. Age verification, supervision, security required. No drugs.
- **FIRE:** No fire inside or outside.
- **Janitorial Services:** if further cleaning is needed you will be billed at \$15/hr, invoiced and due within 7 days of rental or the deposit may be held or cleaning cost deducted from deposit.
- **SMOKING:** No smoking ANYTHING outside the studio doors. The dumpsters are as close to the door that guests can smoke.
- **No Crazy Stuff:** Sorry! ☺
- **RENTER is responsible for any damages or losses incurred during rental time, and the behavior of their guests.**

If you provide your own techs, additional sound, lighting or equipment requiring electricity they must be approved by us.

No Additional Cost:

- Mirror ball
- Dressing rooms. Renter is responsible for any damaged, lost, or missing items. No public access!
- Available folding chairs
- Use of studio CD player, ipod dock & wall mounted flat screen tv (42 inch). Good for background, classes, and shows that don't need loud music.

You may be able to set up additional lights, flooring, curtains, backdrops, decorations etc. ahead of time – ask about logistics and studio availability.



SPECIAL EVENTS

END OF EVENT CLEANING CHECK LIST

General:

- Keep amplified music at a **reasonable level** out of respect for other tenants. All music must be done by **midnight**.
If a tenant has issues/concerns, please have them call 907-529-2430 or 907-336-0333.
- No smoking outside doors, partying outside, roof access, upstairs access, or drugs. Alcohol with permit/permission only.

Main Studio:

- Remove all personal belongings, decorations, and garbage.
- Sweep and dust mop the floor.
- Mop the floor lightly with a damp mop if floor looks clean, but thoroughly if needed or if alcohol has been served.
- Take down any backdrops, curtains and decorations.
- Return borrowed decorations to where they came from.
- Black folding chairs, line up along yellow walls.
- Make sure the stereo is turned off.
- Windex any hand prints on the windows, glass doors and mirrors. 😊

Lights:

- Turn off all lights and stereo.
- Remove all personal belongings, debris, etc, and make the room as neat and orderly as you found it.

Dressing Room / Office:

- Don't allow anyone to touch stored items in office without previous approval.
- Remove all personal belongings and garbage.

Lobby:

- Tag any left items with the date and event item was left at the studio along with the name of owner if known.
- Vacuum, put debris in garbage.

Bathrooms:

- Remove all personal belongings and garbage. Sweep floors.
- Be sure there are paper towels and toilet paper rolls in toilet paper holder.
Cleaning supplies & paper products are under the sinks.
- As long as everything looks neat & tidy you're good to go.

Outside:

- Outside areas should be free of debris/personal items. Clean up messes left, **including cigarette butts!**
- If it's late, **leave / load quietly** – there are tenants in all parts of the building. **Don't continue to party outside!**

**Have a wonderful event, call us at 907-529-2430 or 907-336-0333.
Thank you for using Alaska Dance Promotions Studio!**