



STRAND THEATRE RENTAL CONTRACT/AGREEMENT

SCHOOL MOVIE

Renter Information – Please Print

Event Name: _____

Date of Event

Event Start Time

Access Needed Time

Projected End Time

Renter's Name

Group or Organization (if applicable)

Address

Telephone (Where most likely to be contacted)

City, State, Zip Code

Email Address

Additional Contact Person(s) and number _____

Questions may be directed to:

Email: progdirector@strandtheatrewv.com

Phone: 304-845-3009

THEATRE RENTAL

MOVIE.....\$1.00 per student

TECHNICIAN.....\$35.00

CONCESSIONS: YES _____ NO _____

\$2.00 Popcorn

\$1.00 Pop/water

\$2.00 Candy

PAYMENTS

Total Rental fee..... \$ _____

Hold-date Deposit \$50.00 (This is deducted from total due)..... \$ _____

Balance Due 15 business days after conclusion of event..... \$ _____

_____ **I have read and agreed to the Facility Use Guidelines as outlined in pages 3-5**
Initial

IN WITNESS WHEREOF, the parties have caused this Rental Agreement to be executed the day and year written.

Renter's Signature

STPS Representative Signature

Print Name

Date

Return pages 1-2 of this contract, along with a \$50.00 hold the date and security deposit check to:

Strand Theatre Preservation Society
811 5th Street
Moundsville, WV 26041



FACILITY USE GUIDELINES

The STPS hereby rents to the Renter and Renter accepts in its present condition the facilities and/or equipment, as indicated in this Agreement, at the following address: *811 5th Street, Moundsville, WV 26041.*

Audience seating: Main floor 200 seats plus 4 wheelchair spaces; Balcony 200 seats.

HOLD-DATE RENTAL DEPOSIT:

All Rentals require a minimum Hold-Date Rental Deposit of \$50.00 at the time of executing this Contract. This deposit shall be applied to the total Rental Fees due. The reservation deposit will be retained if your reservation is canceled for any reason.

STPS REPRESENTATIVE:

A STPS Representative must be present and available during all rentals.

FINAL SETTLEMENT OF RENT, DEPOSITS, and FEES:

Within five (5) business days after Rental and upon STPS inspection of the premises, a final invoice will be prepared for the Renter. The Renter will be responsible for any balances due the STPS, payable in fifteen (15) business days upon the conclusion of the scheduled event.

USE OF PREMISES:

1. The Auditorium, dressing rooms, and/or any additional spaces shall be used by the Renter exclusively.
2. Renter shall comply with all the fire, health and sanitary laws, ordinances, rules, and orders of appropriate governmental authorities, with respect to the STPS.
3. Pathways to emergency exit doors must always be free and clear. Stairs are to be free and clear of all obstructions. Doorways will not be blocked, or operation and pathway hindered in any way.
4. STPS promotional materials, furniture or fixtures shall not be moved or removed or covered in any way without permission of the STPS.
5. Children and minors shall always be supervised. STPS does not provide staffed supervision; renters must have enough adults on hand to supervise all children.
6. Renter shall be responsible for all costs incurred for false fire alarms.

7. Paint, tape, glue, nails, screws, or staples are not to be used on walls, windows, floors, and woodwork without the permission of the STPS.
8. **Adjusting curtains and screen is not permitted.** No item shall be taped, stapled or pinned to the curtains or screen.

DANGEROUS MATERIALS:

Renter shall not have on or around the Strand Theatre anything that is dangerous, flammable, explosive or has explosive characteristics that might increase the danger of fire, or that might be considered hazardous. **No candles or other open flame devices are permissible under any circumstances. Smoking is not permitted inside the building or on the premises.**

SURRENDER OF PREMISES:

At the expiration of the Rental Agreement, Renter shall quit and surrender the premises in as good state and condition as they were at the commencement of the Rental, including but not limited to chair and table placement. Reasonable use and wear expected.

EQUIPMENT:

Sound and lighting equipment owned by the STPS will be operated by STPS staff. Renters who wish to bring their own sound or lighting equipment will operate under the direct supervision of STPS staff.

GOVERNING LAW:

This document serves as the whole of the Rental Contract and supersedes any and all verbal agreements made in the past, now, or in the future. All changes to this Contract must be received in writing (or via email) with acknowledgement from both parties in order to be valid. Renter may email progdirector@strandtheatreww.com. The STPS will provide written acknowledgement to the email address provided on this Contract. It is agreed that this Rental Contract shall be governed by, construed, and enforced in accordance with the laws of the State of West Virginia, County of Marshall.