



In-Step Dance & Performing Arts Center Facility Rental Agreement

In-Step Dance Center is blessed with a fantastic facility and we love blessing others with the use of our space. We provide a few options of rentals and prices shown below are not guaranteed and may be subject to change based on availability and use.

All clients/renters must provide a valid copy of their ID. All rental amounts due must be paid in full prior to rental in addition to a \$100 refundable security deposit. We accept most major credit cards and Venmo payments directly to Ms. Dana Loving-Sparks, Owner/Director: @Arts-In-Motion-5678

1. Short Term Rentals: Studio A or B- \$40/hr, \$25/30 min.
2. Long Term Rentals: Studio B or C **only**. \$30/hour, \$15/30 min. *Long term qualifies for more than 4 rentals in a row.*
3. ISDC is not responsible for studio room clean up. This is the responsibility of the Client/Renter and must be done within your rental time. Should you exceed your agreed rental time due to cleaning, there is a fee of \$15.00 per hour for an additional clean up time.
4. ISDC will provide trash bags to dispose of any waste. Please empty all trash cans used at the end of your rental and dispose of them in the dumpsters on the side of the building.
5. Client/Renter will be responsible for sweeping and disinfecting the floors after each use.
6. Client/Renter will be responsible for following all ISDC Guidelines and Protocols for COVID-19.
7. Client/Renter must agree to leave the studio in the same condition they found it. If any damages occur during your rental time, please report to an ISDC staff member to assess damage(es). If necessary, Client/Renter will be responsible for required repair or replacement.
8. ISDC assumes no responsibility or liability for any injuries or damages that occur during your rental.
9. Should the Client/Renter require or prefer an ISDC staff member to be onsite, one will be provided for an additional fee of \$10/00 per hour.
10. ISDC is **NOT** responsible for any lost/stolen property or personal belongings.
11. No smoking, burning incense or open flames in the building at any time.
12. Client/Renter may never leave any equipment, costumes, props, or personal belongings anywhere on the premises.
13. For accidents, health crises, criminal activities or fires **call 911**.
14. The outside doors must remain closed during scheduled rental time and must remain locked on Sundays.
15. Client/Renter are not to rehearse/practice/meet in non-rented space or other studio rooms.
16. ISDC front desk, teacher's lounge, Director's office & office equipment is off limits.
17. Client/Renter is solely responsible for carrying her/his own liability insurance.

Facility Rental Disclosure and Agreement: *I, the undersigned client/renter named below, do hereby agree to not hold liable any person(s) employed by In-Step dance & Performing Arts Center, Inc., for injury of property while participating in the rental of a studio activity. I have read, understood and agreed to the In-Step Dance and Performing Arts Center Studio Facility Rental Agreement. I have read, understood and agreed to the seventeen guidelines and disclosures set forth by In-Step Dance and Performing Arts Center detailed above and agree to abide by them. I hereby consent and wish to commit to facility rental. I agree to the financial obligations for all Facility Rentals, to pay in advance in full to the Director, directly at the time of the rental. I further understand that I am not guaranteed a specific rental slot unless it is paid for in full and that my account with In-Step Dance and Performing Arts Center must be in good standing to schedule or continue any additional rentals.*

Client's Name: _____ **Phone Number:** _____

Client's Signature: _____ **Date:** _____

Director's Signature: _____ **Date** _____