



This agreement is made on (_____ d/m/y) between Acadia Cinema Co-op here after known as ACC
And _____ (Renter's name) hereafter known as the Renter for
Name of Event _____
Renter's Contact Information (Name): _____
Phone: _____ Mobile: _____
Email: _____
Mailing address: _____

The Renter agrees to rent:
_____ The Al Whittle Theatre, with Studio Z (as greenroom)
_____ The Al Whittle Theatre only
_____ Studio Z only
from ACC on the following date(s): _____
and for the following times:
Arrival Time _____ Departure Time _____
Event Start Time _____ Estimated Event End Time _____

CONDITIONS OF USE:

The renter undertakes not to present, publish or display or cause or permit the presentation, publication or display, of anything that can reasonably be deemed to promote hatred or discrimination against, or exposes to contempt, any person or group or persons, or organization, for any reason, including, but not limited to, colour, race, ancestry, place of origin, ethnic origin, citizenship, creed, sex, age, marital status, family status, handicap or sexual orientation. The contravention of this condition will result in the denial of the use of ACC facilities to the renter for an indefinite period.

All live theatre and dance events will be required to provide their own accident and liability insurance coverage.

Video or audio recording will only be allowed with prior written consent from the ACC Board. In addition any public broadcast or release requires the prior written consent of the ACC board and a location release may need to be provided by the presenter and signed by the ACC board.

To secure this booking, the renter must provide a deposit of \$ 100.00 for the Al Whittle, or \$20.00 for Studio-Z, to ACC along with a signed contract.

Please indicate where tickets for the event will be available

Vendor: _____

Phone: _____

Date tickets available for sale: _____

If you would like your event listed on our website you **MUST** register the event on ValleyEvents.ca -as our sites are fed through the Valley Events calendar. As per available space, and at the discretion of the Theatre Manager your event **MAY** be put in the window and listed on the marquee.

Please provide us with two (2) copies of your poster as soon as it is available.

Please indicate what you would like on the marquee for your event (32 characters max. including date and time):

The Renter has read and agrees to abide by all conditions as stated in Section 2 (initial) _____

Signed: For renter: _____ Date: _____

For ACC: _____ Date: _____

Mary Harwell, Manager

Acadia Cinema Cooperative, 450 Main St, Wolfville, NS B4P 1E2 manager@alwhittletheatre.ca Phone: 902.542.3344

SECTION 2

General Rental Rules

1. All fees including SOCAN fees, wages, royalties, dues and any other charges associated with the Production are the sole responsibility of the renter and the renter agrees ACC to be without liability in all such matters.
2. Nothing is to be nailed, screwed, taped or glued to the stage floor or other floors, or the Theatre's walls or ceilings, furniture or equipment without the written permission of ACC.
3. The Renter is not allowed to use any firearms or pyrotechnics. The renter must advise the ACC in advance if they intend to use fog machines or strobe lights, and notice of such use must be posted in the lobby prior to performances and appear in the program.
4. It is requested that the Renter convey to ACC all technical requirements **two** weeks prior to the Event. Please refer to www.alwhittletheatre.ca for the theatre's current equipment list.
5. The Renter must obtain necessary permits for the serving of alcohol and give copies of such documents to ACC at least four days prior to the event.
6. The Renter agrees to identify the venue in all advertising and promotion as "Acadia Cinema's Al Whittle Theatre" OR "Acadia Cinema's Studio Z". Logos are available for use, on posters and print materials from the Theatre Manager. The Renter's publicity **must not** state or imply that it is presenting a production by ACC.
7. Ticket printing and sales are the sole responsibility of the Renter. Under no circumstances should the publicity use the ACC phone number.
8. The function or visibility of Exits, Exit Signs or Fire Extinguishers must not be impaired by scenery or equipment.
9. Smoking is not permitted anywhere inside the Building or within 4 meters of an entrance as dictated by provincial statutes and municipal bylaws.
10. When the Theatre is occupied by the public (ticket buyers) or guests of the Renter, the Theatre will be under the control of a representative supplied by ACC.
11. ACC accepts no responsibility for any loss, injury or damage suffered by the Renter or any patron, agent, volunteer or employee of the Renter. The Renter expressly waives any liability on the part of ACC for any loss, injury or damage suffered by the Renter or any patron, agent, volunteer or employee of the Renter. In the event of claim or potential claim by any patron, agent, volunteer or employee of the Renter, the Renter agrees to indemnify and save and hold harmless ACC from any damages or award of damages, unless those damages or award of damages are the direct result of tortious behaviour solely on the part of ACC.
12. Damages occurring during the rental period are the responsibility of the Renter.

Specific to Al Whittle Theatre Rentals

1. An ACC representative (House Manager, Event Manager or Theatre Manager) must be present when the renter (1) uses ACC equipment and/or (2) the theatre is open to the public. The cost of this representative is included in the rental rates for a pre-determined number of hours. Any extra hours will be calculated at an hourly rate.
2. ACC's technical representative must approve all equipment the renter installs in the Theatre. The only equipment available to renters of the Al Whittle Theatre is found in "Acadia Cinema's Al Whittle Theatre Equipment List for Renters" located on the website. Please verify the suitability of ACC equipment to meet the technical requirements of the Event.
3. Regular building cleaning, heat, lights, and the use of ACC equipment are included in the rental. If extraordinary cleaning is required, it will be added to the Renter's invoice.

Specific to Studio Z Rentals

PLEASE NOTE: Studio Z currently is used as a stand-alone space and as green room/dressing room for performances in the Al Whittle Theater. As such, rental of Studio Z is limited to specific days and times in order to accommodate rental requirements for the Theatre. Every effort will be made to honour confirmed bookings, however renters of The Al Whittle Theatre will take precedent over rental of this space. Deposits will be refunded in the event bookings are cancelled by the Theatre Manager.

1. Directional signs may be put on the doors using magnets. Nothing is to be nailed, screwed, taped or glued to the floor, doors, walls or ceiling, furniture or equipment without the written permission of ACC.
2. The maximum occupant capacity for the room is sixty (60).
3. All first time renters must be undergo instruction on equipment use. If a technical set up fee is required, it will be added to the renter's invoice.
4. ACC's technical representative must approve any other equipment the Renter installs in the room.
5. Collapsible tables, stacking chairs and a bulletin board are included in the rental. Speakers and a Epson digital projector are included. A retractable projection screen is provided.
6. The room must be left in the same condition as it was before the event. Failure to do so will result in an additional fee or restrictions of future rentals.