

- FLORIDA'S ONLY PROFESSIONAL THEATRE FOR YOUNG AUDIENCES -



ORLANDO REPERTORY THEATRE
IN PARTNERSHIP WITH UCF

The **TRIP**

RENTALS PACKET

A collage of 15 photographs from the musical 'Annie'. The images are arranged in a grid-like fashion with a decorative orange and blue border on the right side. The photos capture various scenes and characters: a man in a white shirt and dark pants holding a large American flag; a man in a red hat and glasses playing a drum; a man in a blue shirt pointing; a man in a plaid shirt singing into a microphone; a man in a top hat and a woman in a red feathered costume; a group of five people in various costumes cheering with their hands raised; a man in a pirate costume with a large red feathered hat and a woman in a pink and white costume; a man in a yellow costume with a green flag; a man in a patterned vest and a woman in a floral dress; a man in a white costume with a blue cape; a man in a brown coat holding a sign that says 'ANNIE'; a woman in a yellow coat with a fur collar; a man in a brown coat and a woman in a purple vest; and a man in a brown suit with a mustache and glasses.

Orlando Repertory Theatre creates experiences that enlighten, entertain, and enrich family and young audiences.

In 2016, Orlando REP was named one of Orlando Sentinel's Top 100 Companies, and the first-ever performing arts organization to be named to the list in its 20+ year history.

Orlando REP's season consists of 6 mainstage productions, performed by paid professional actors, and several Limited Engagement performances by family-friendly artists.

Orlando REP reached over 70,000 individuals in the 2017 - 2018 season. 40,000 schoolchildren attended one of Orlando REP's productions on a field trip during the week, and another 30,000 family audiences attended our weekend performances.

This summer, Orlando REP welcomed nearly 2,000 students across 5 campus locations for over 80 camps and 4 productions.

Orlando REP partners with the John F. Kennedy Center for Performing Arts in Washington, D.C. to create ELTA (Engaged Learning Through the Arts), a program that assists Orange County School teachers in integrating the arts into their daily classroom curriculum.

In 2017 - 2018, Orlando REP awarded over \$45,000 in free or discounted field trips to Title 1 schools.

Now in its 15th Season as a theatre for young audiences, Orlando REP is the seventh iteration of the theatre company founded in 1926.



ORLANDO REPERTORY THEATRE

Have you ever considered Orlando Repertory Theatre to house your next event? Whether it is a corporate event, special party, live performance or even a photo shoot we have the perfect rental space for you at affordable pricing. Orlando REP offers a variety of rental opportunities, ranging from renting our facility spaces to costumes and props. Possible rental uses include:

- Cocktail receptions and casual gatherings
- Seated dinners on stage
- Weddings, graduations, and other ceremonies
- Film/video shoots
- Plays, exhibitions, recitals
- Lectures, workshops, conferences, and symposia
- Corporate events and shareholder meetings

Our event planning staff can suggest caterers and other service providers, or you may make your own arrangements.

All events are expected to harmonize with the character and mission of Orlando Repertory Theatre, and must be approved by our staff. Orlando Repertory Theatre reserves the right to refuse to make its facilities available to a prospective renter for any use it deems inappropriate at its sole discretion.

Orlando Repertory Theatre traditionally has a very full production schedule, which may preclude events lasting more than one day in our two largest theaters. Our Black Box Theater has greater scheduling flexibility.

Edyth Bush Theatre



Universal Orlando Foundation Theatre



Black Box Theatre



EDYTH BUSH THEATRE



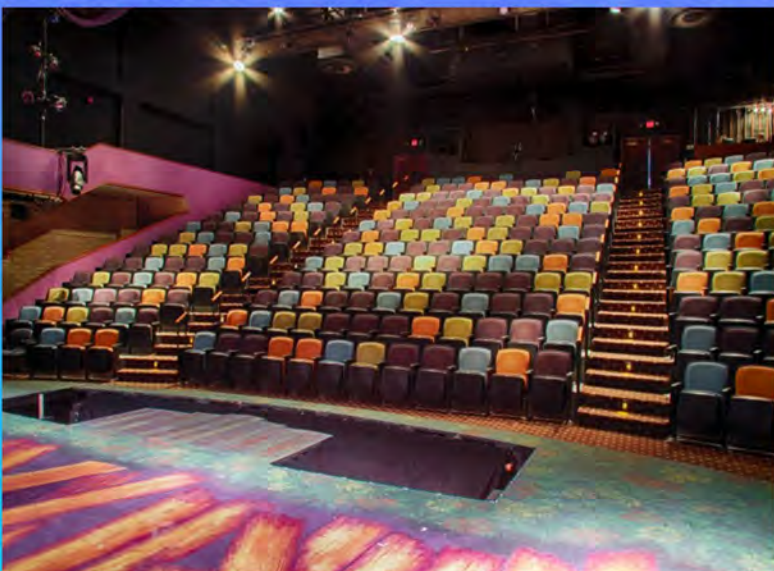
Named for Mrs. Edyth Bush, whose generous philanthropy helped build the space in 1973, the Edyth Bush Theatre and lobby space are the most publicly used space in the Orlando Repertory Theatre complex. It can support full-scale theatrical productions, community meetings, show-themed and family parties, summer camps, youth academy classes and camps, academic classes, rehearsals, and event rentals.

STAGE

- Hallway to Stage Dimensions 8'4" w x 18'8" h x 20'4" diag.
- Plaster line to rear wall: 31'
- Plaster line to apron: 10'
- Stage Right Wing: 14' - 10'
- Stage Left Wing: 10' - 8'
- Stage Deck to Pit: 5' - 0'
- Stage Floor: Two layers of 3/4" ply on top of sprung floor: Concrete with Masonite which is paintable
- Size of Proscenium: 35' " w x 16'11" h

HOUSE

- Seating capacity: 330
- Wheelchair position: 2 Stage Left and 2 Stage Right
- Maximum distance from stage to most distant seat is approximately 45' - 0".



EDYTH BUSH THEATRE LOBBY

Recently upgraded, the Edyth Bush Theatre Lobby may be rented independently of the auditorium if the performance schedule permits. It is a great location for small receptions and parties. There is a small kitchen, as well as a built-in reception desk available.



UNIVERSAL ORLANDO FOUNDATION THEATRE

The Universal Orlando Foundation Theatre is a 336-seat thrust stage theatre. The proscenium is located at the top of the thrust. The floor is fully trapped with the pit at 8 feet deep. For the most accurate dimensional and spatial information, ask the Facilities Manager for the ground plan, section, and trap-room layout.



STAGE

- Size of Proscenium: 23'11" w x 15'9" h
- Height to Grid US of Pro: 20' to bottom pipe
- Width of US Exits: 4'2"
- Plaster line to rear wall: 13' - 6"
- Plaster line to downstage most playing area: 38' - 6"



HOUSE

- Seating Capacity: 340
- Wheel chair position: The entire first rows on the 2 side sections are removable for wheel chair accessibility.
- Maximum distance from stage to most distant seat is approximately 30' - 0".



BLACK BOX THEATRE

Orlando Repertory Theatre houses a Black Box Theater with seating on three sides. You can envision the Black Box as a plain canvas that may be decorated as you desire. The thrust seating allows you to manipulate the room to create your own dynamic space. Photographers appreciate the dark space and having the ability to be completely creative without having to mask the natural light.

The Black Box Theatre is a 102-seat space. There are 72 usable circuits and 36 usable dimmers. The floor is hard wood measuring at 22' from upstage to downstage and 15 feet from stage left to stage right. All walls in the Black Box are brick. There are four fire exits that must remain unobstructed.



STAGE

- Backstage door into space: 5'10" w x 6'5" t x 8'7" diag.
- Height to grid from Deck: 13'
- Max. height of scenery: 12'
- Stage floor: 3/4" tongue and groove over concrete with painted Masonite covering.

HOUSE

- Seating capacity: 100
- Wheelchair position: The entire front row on all 3 sides is removable for wheel chair accessibility.
- Maximum distance from stage to most distant seat is approximately 20' - 0".

RENTAL INFORMATION & POLICIES

- GENERAL INFORMATION -

1. Orlando Repertory Theatre welcomes all kinds of events. Events and renters are expected to harmonize with the character and mission of Orlando Repertory Theatre. Orlando Repertory Theatre reserves the right to refuse rental to a prospective renter for any reason it deems inappropriate at its sole discretion.
2. All rentals are secondary to Orlando Repertory Theatre's productions. All event times, dates, location, and personnel availability are subject to change until both parties complete a contract.
3. Lessor must provide a Certificate of Insurance naming Orlando Repertory Theatre as an additionally insured in an amount not less than one million dollars (\$1,000,000) for bodily injury and property damage two weeks prior to the event. Effective dates must be clearly identified. If you do not have an easily attainable certificate, Orlando Repertory Theatre can provide insurance for your event for a fee.
4. Any type of damage to Orlando Repertory Theatre property or equipment must be reported immediately to facility personnel present at the event.
5. No smoking is allowed inside Orlando Repertory Theatre, including smoking as part of a theatrical production.
6. Additional fees for custodial services and venue reset may be charged as necessary and as determined by the Facility.
7. Parking is free and available on a first come, first served basis. All parking lots in Loch Haven Park are owned by the City of Orlando and shared with other Orlando Loch Haven Park entities. As such, there is no guarantee that parking for your event will be available. Please contact the facilities manager to assist in coordinating parking or to seeking offsite alternatives.
8. All food must remain in the lobby or main entryway. No food is permitted in any of the theatres without written consent of the Executive Director. Each organization is responsible for making arrangements with their own caterers.
9. A licensed and insured provider of alcoholic beverages must supply all alcoholic beverages. Bartenders must be arranged through the insured service provider. Orlando Repertory Theatre encourages responsible drinking and prohibits the use of alcohol by anyone less than 21 years of age. It is the responsibility of each renting organization to enforce these regulations.
10. Any renter planning telephone solicitation for their event is prohibited from using the box office, Orlando Repertory theatre's social media channels, or any other spaces at the facility for promotion. The Lessee must also agree to supply a contact name and number to the box office for redirect of potential phone inquiries. Under no circumstances will the facility phone number be used for promotion or sales of the event.
11. All rentals are based on an hourly rental rate. All rental charges will start from the time the first person enters the building until the last person leaves.

RENTAL INFORMATION & POLICIES

- EVENT SPECIFIC INFORMATION -

1. Orlando Repertory Theatre at no time guarantees the use of storage space for multi-day events. As the amount of storage space is limited, items will only be allowed to be stored on a case by case basis. With little exception, Orlando Repertory Theatre cannot store items such as pianos, drum kits, riser systems, tables, and chairs overnight. These items must be removed from the building at the end of each day.
2. The Licensee is responsible for the selection of background music and musical entertainment. It is also the responsibility of the Licensee to provide any background music on CD format. The Licensee must provide all equipment needed for recording. All additional cords, cables, and adapters must be provided.
3. Licensee is responsible for securing the rights to any copyrighted materials to be used in their event or production.
4. Any equipment (i.e. projectors, lighting, sound system) requiring electrical connections of voltage higher than 110 volts will not be permitted. Theatrical events needing additional electricity will be subject to approval by the Facilities Manager. It is the responsibility of the Licensee to provide all necessary extension cords, power strips, or other electrical cable.

- CONTACT INFORMATION -

If you have any additional questions or wish to proceed with a rental, please contact:

Josh Swenson, Facilities Manager
Orlando Repertory Theatre Phone: 407-896-7365 ext. 268
1001 East Princeton Street, Orlando, FL 32803
E-mail: rentals@orlandorep.com

FACILITY & VENUE RENTAL RATES

VENUE RATES

VENUE	CAPACITY	RATE PER HOUR	NON-PROFIT RATE
Edyth Bush Theatre	328	\$150	\$120
Universal Orlando Theatre	336	\$150	\$120
Black Box Theatre	102	\$125	\$100
Main Lobby	150*	\$125	\$100
Edyth Bush Lobby	75*	\$125	\$100
Rehearsal Hall		\$75	\$60
Classroom		\$50	\$40
Technicians		\$20	\$20
Custodial		\$75 per event	\$75 per event
Insurance (In lieu of insurance certificate)		\$150 per event	\$150 per event

* Event type and proposed set up will determine safe capacity.

- All rentals will include a venue representative charged in addition to the rental.
- Theater technicians are required to run all house AV equipment.
- There is no additional fee to use the house lighting and audio. Additional lighting, audio, and video support are available for a fee.
- Stage Hands are available for a fee.
- Non-profit entities will be required to present their 501c3 documentation for the reduced rental rates.

RENTAL EQUIPMENT RATES

EQUIPMENT	PRICE PER EVENT
Wireless Lavalier Microphone	\$75
Wireless Handheld Microphone	\$60
Wired Microphone	\$50
Projector & Large Screen Bundle	\$75
Projector & Small Screen Bundle	\$50
DI (Direct Input) Box	\$25

• Theater rental inventory is limited. We can arrange to rent equipment on your behalf for a fee.

• Personally owned equipment may be used as long as compatible with in house equipment. Orlando Repertory Theatre and its technicians are not responsible for the condition and operating effectiveness of personally owned equipment.

• Theater technicians are required to run all house AV equipment.