

SCOTTSDALE CULTURAL COUNCIL FACILITY RENTAL PACKAGE





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SCOTTSDALE CENTER FOR THE PERFORMING ARTS



Virginia G. Piper Theater

Spacious and luxurious, the newly renovated Virginia G. Piper Theater at Scottsdale Center for the Performing Arts is a fully equipped professional theater with maximum seating for 853. A wide range of events is presented on our stage, including dance, theater, jazz, classical recitals, lectures, films and demonstrations. This space offers a state-of-the-art line array sound system and a brand new, fully integrated intelligent lighting system. A variety of backstage areas are available, including two chorale dressing rooms.

Stage 2

Stage 2 is perhaps the most versatile space at Scottsdale Center for the Performing Arts. The raised stage and the large projection screen make Stage 2 perfect for film/video screenings, comedy, lectures, chamber music concerts, poetry readings, classes, meetings and more. With theater-style seating for 137 guests, this space offers a comfortable, intimate atmosphere. Stage 2 is equipped with a professional projection room, a 10' x 30' raised stage, comprehensive audio enhancement and reinforcement and a small-scale lighting system.





Dayton Fowler Grafman Atrium

Dayton Fowler Grafman Atrium

Designed for an impressive entrance, the spectacular 6,200-square-foot main lobby of the Scottsdale Center for the Performing Arts – the Dayton Fowler Grafman Atrium – regularly serves as the site for many of the Valley’s finest events and receptions. It is a magnificent location for black-tie affairs, wedding receptions and corporate dinners. It can accommodate up to 500 (seated) or 900 (standing). For events and receptions held in conjunction with performances in the newly renovated Virginia G. Piper Theater or Stage 2, the Atrium is ideal.

Mezzanine Conference Room

Outfitted with state-of-the-art technology and a stylish conference table for business meetings, the Mezzanine Conference Room (MCR) is also the ideal location for a pre-show dinner party, post-show dessert reception and any elegant social gathering (up to 120 people). The MCR overlooks the newly renovated Dayton Fowler Grafman Atrium, and, with its secure and exclusive setting, beautiful vantage point and modern architectural details, it is the ideal place to see and be seen.

Young @ Art Gallery

The Young @ Art Gallery is a 1,700-square-foot gallery devoted to the creative artwork of students. It is the ideal location for small receptions, lectures, poetry readings, classes, meetings and more. Soft, indirect lighting and beautiful hardwood floors create an atmosphere of elegance and style, and with a capacity of 75 (seated) to 120 (standing), this room offers a unique and intimate setting for your next event.



Mezzanine Conference Room



Young @ Art Gallery



FACILITY RENTAL RATES (July 2010 – June 2011)

	Capacity	Day Rate	Nonprofit Rate
Virginia G. Piper Theater	853	\$1,500	\$1,300
Stage 2	137	\$500	\$300
Dayton Fowler Grafman Atrium	500–900	\$1,300	\$1,000
Young @ Art Gallery	75–120	\$500	\$300
Mezzanine Conference Room	30–120	\$300	\$100

Rates do not include labor and equipment expenses.

When using the Dayton Fowler Grafman Atrium for a trade show event, the renter must pay 10 percent of the vendor registration fee to the Scottsdale Cultural Council. (Example: A vendor booth costs \$500, therefore \$50 would be due to SCC.)

When renting the theaters, the Atrium is available for private use for an additional fee of \$500 for commercial and \$250 for nonprofit organizations.

The Atrium also houses the Center’s box office, Young @ Art Gallery and theater entrances. Events held during public hours must allow access to these areas. Any events that require prohibiting public access must be scheduled during hours when the facility would normally be closed. Set-up time for these events is limited in order to preserve public access to the Center during normal business hours. Café fixtures and furniture, etc., must remain in place. Artwork may not be obscured, moved or covered. Temporary decorations, displays and equipment are limited to items that are freestanding and can be moved easily into place.

First-priority scheduling is reserved for the Scottsdale Center for the Performing Arts. All bookings are scheduled within the Scottsdale Cultural Council’s fiscal year, which runs from July 1 through June 30. The Scottsdale Center for the Performing Arts season is secured in the calendar by the end of April and the remaining available dates are released for public rentals on May 1. Due to this process, known availability and bookings for the subsequent season will not be available until this time.

SCC facility and rates are subject to change and availability. Call the facility rentals manager for more information at 480-874-4604.

LABOR & EQUIPMENT RATES (July 2010 – June 2011)

Event Labor

Facility Representative	\$25 / hour (4 hours min.)
Event Services Assistant	\$25 / hour (4 hours min.)
Security	\$20 / hour (4 hours min.)
House Staff	\$18 / hour (4 hour min.)
Environmental Services	\$350 – \$200 / event

All labor requirements are determined by the Scottsdale Cultural Council operations department. Estimates are based on past experiences of a similar nature. Actual cost will be determined in the final post invoice.

Security staff is required for events held before or after normal business hours of 10 a.m. – 5 p.m. Monday – Saturday and noon – 5 p.m. on Sunday.

Technical Labor

Technical Director	\$35 / hour	AV Operator	\$25 / hour
Stage Manager	\$25 / hour	Wardrobe	\$25 / hour
Lighting Designer	\$25 / hour	Stage Hands	\$20 / hour
Sound Engineer	\$25 / hour	Follow Spot Operator	\$20 / hour
Monitor Engineer	\$25 / hour	A2	\$20 / hour
Lighting Engineer	\$25 / hour		

Please Note: A minimum of three technicians must be present for all events in the Virginia G. Piper Theater and one technician in Stage 2, for a minimum of four hours per technician. Minimum day-rate may apply for all contract labor

Event Ticketing Services – All public events must use the Center’s box office.

General Admission	\$125 Set-up fee + 6 percent gross ticket sales and 5 percent credit card transactions
Reserved Seating	\$250 Set-up fee + 6 percent gross ticket sales and 5 percent credit card transactions
Consignment Tickets	\$.30 per ticket

A maximum \$2.50 per ticket facility fee is applied to all tickets and paid for by the ticket-buying customer.

Equipment Rates

Table	\$10 each	Lighting & Audio System – VGP	\$1,000
Table w/ Linens	\$20 each	Lighting & Audio System – VGP (Non-profit)	\$800
High Boy Cocktail Tables	\$10 each	Monitor System – VGP	\$500
Brown Stackable Chairs	\$.75 each	Video Switching Station	\$300
Black Orchestra Chairs	\$1.50 each	Projector w/ Screen – VGP	\$800
Lectern	\$25–\$50 each	Projection Screen Only – VGP	\$200
Easel	\$6 each	Projector w/ Screen – Stage 2	\$150
Music Stands	\$2 each	Projection Screen Only – Stage 2	\$50
Event Cans	\$15 each	Portable Projector & Screen	\$150
Pipe & Drape – Banjo (50 ft. max.)	\$4 / foot	Portable Projection Screen Only	\$50
Pipe & Drape – Velour (50 ft. max.)	\$8 / foot	Slide Projector	\$25
Steinway Grand Piano	\$200 daily	Portable PA system (2 speakers)	\$150
Upright Piano	\$100 daily	Portable PA system (4 speakers)	\$250
Piano Tuning	\$135	Wireless Communication (VGP)	\$25 each
Platform Risers – Atrium	\$35 each	Wireless Microphone	\$75 each/day
Platform Risers – Stage	\$25 each	Follow Spot – VGP	\$95 each/day
Choral Risers	\$250	Hazer (fog machine)	\$50
Portable Television	\$100 each	Internet Connection	\$50–\$325
Portable DVD player	\$25 each	Consumables (tape, gel, etc.)	TBD
Dance Marley	\$125		

Merchandise & Concessions

All merchandise is subject to a 20 to 25 percent commission from gross sales.

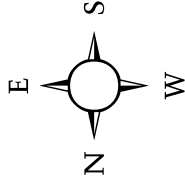
SCC facility and rates are subject to change and availability.
Call the facility rentals manager for more information at 480-874-4604



DRINKWATER BLVD.

SECOND ST.

CIRCLE DRIVE



RESTROOM

YOUNG@ART GALLERY
MAX. CAPACITY 120

RESTROOM

STAIRS

VIRGINIA G. PIPER THEATER
MAX. CAPACITY 853

THE STORE

UPPER LEVEL:
HUMAN RESOURCES
TRAINING ROOM
MAX. CAPACITY 80

RESTROOMS

ELEVATOR

STUDIO
MAX. CAPACITY 30

STAGE 2
MAX. CAPACITY 137

STAIRS

MAIN ENTRANCE

DAYTON FOWLER
GRAFMAN ATRIUM
MAX. CAPACITY 900

UPPER LEVEL: MEZZANINE
CONFERENCE ROOM
MAX. CAPACITY 120
LOWER LEVEL: BOX OFFICE

CAFE



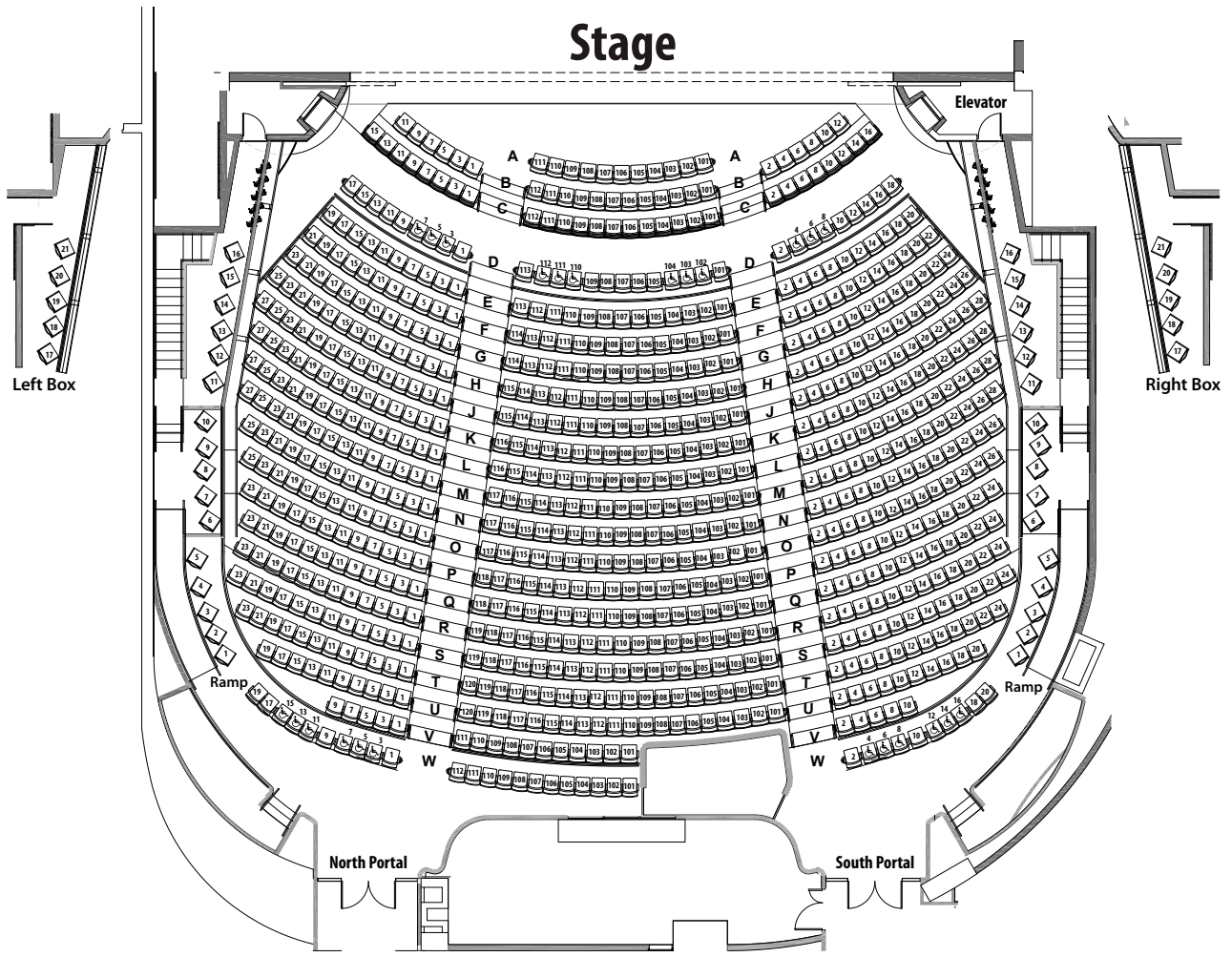
SCOTTSDALE CIVIC CENTER MALL



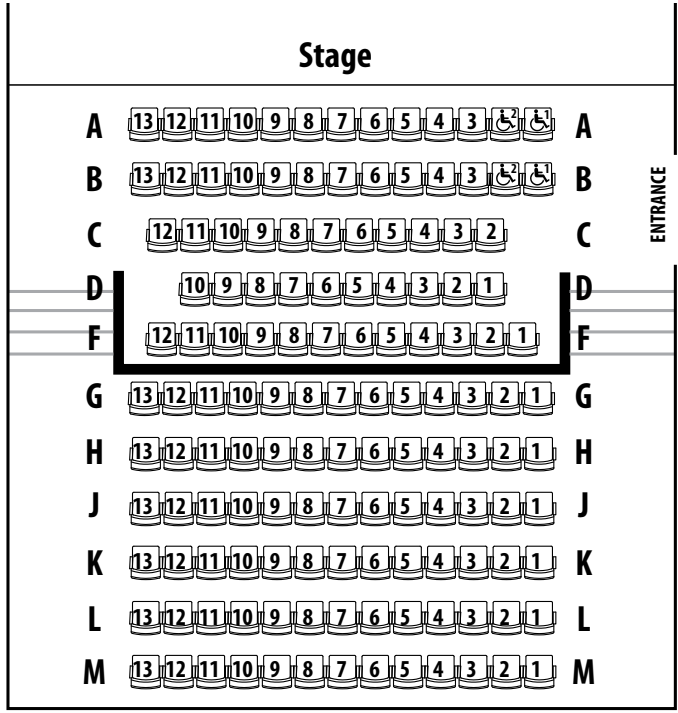
Scottsdale Center for the Performing Arts

7380 E. Second St.

Virginia G. Piper Theater



Stage 2



Technical specifications available upon request

SCOTTSDALE MUSEUM OF CONTEMPORARY ART

Scottsdale Museum of Contemporary Art (SMoCA) is an exceptional location for private receptions, lectures and other gatherings. The Museum's outdoor sculpture garden features two major works of art: James Turrell's *Knight Rise*, one of the internationally acclaimed artist's few public "skyspaces," and *Scrim Wall*, a monumental curtain of prismatic glass by James Carpenter Design Associates. With its elegant lobby, SMoCA, is able to accommodate a cocktail reception for up to 300 people. Your guests may also enjoy the Museum's five galleries, which offer changing exhibitions of contemporary art, architecture and design. An evening at SMoCA is always a unique and memorable experience.





FACILITY RENTAL RATES (July 2010 – June 2011)

	Max. Capacity	Nonprofit Rate	Commercial Rate
Scottsdale Museum of Contemporary Art (SMoCA)	300	\$1,300	\$1,500
SMoCA's <i>Knight Rise</i> – Skyspace (Private viewing only)	24	\$20 / person	\$20 / person

SMoCA is available for public rentals after normal business hours only. Load-in is prohibited prior to 5 p.m. daily, (8 p.m. on Thursdays.)

Due to a limited reception space, we are unable to accommodate a seated reception; only cocktail-style receptions will be allowed. Food and beverages are not permissible in any of the galleries and are restricted to the lobby and sculpture garden.

LABOR & EQUIPMENT RATES (July 2010 – June 2011)

Event Labor

Facility Representative	\$25 / hour (4 hours min.)
Event Services Assistant	\$25 / hour (4 hours min.)
Security	\$20/ hour (4 hours min.)
Environmental Services	\$35 – \$200 / event

All labor requirements are determined by the Scottsdale Cultural Council operations department. Estimates are based on past experiences of a similar nature. Actual cost will be determined in the final post invoice.

Equipment Rates

Table	\$10	Portable PA system (2 speakers)	\$150
Table w/ Linens	\$20	Portable PA system (4 speakers)	\$250
Brown Stackable Chairs	\$.75	Projector & Screen	\$150
Platform Risers	\$35	Slide Projector	\$25
Easel	\$6	Pipe & Drape – Banjo (50 ft. max.)	\$4 per foot
Stanchions	\$10	Pipe & Drape – Velour (50 ft. max.)	\$8 per foot
Wireless Microphone	\$75	Internet Connection	\$50–\$325
Lectern	\$25		

Merchandise & Concessions

All merchandise is subject to a 20 to 25 percent commission from gross sales.

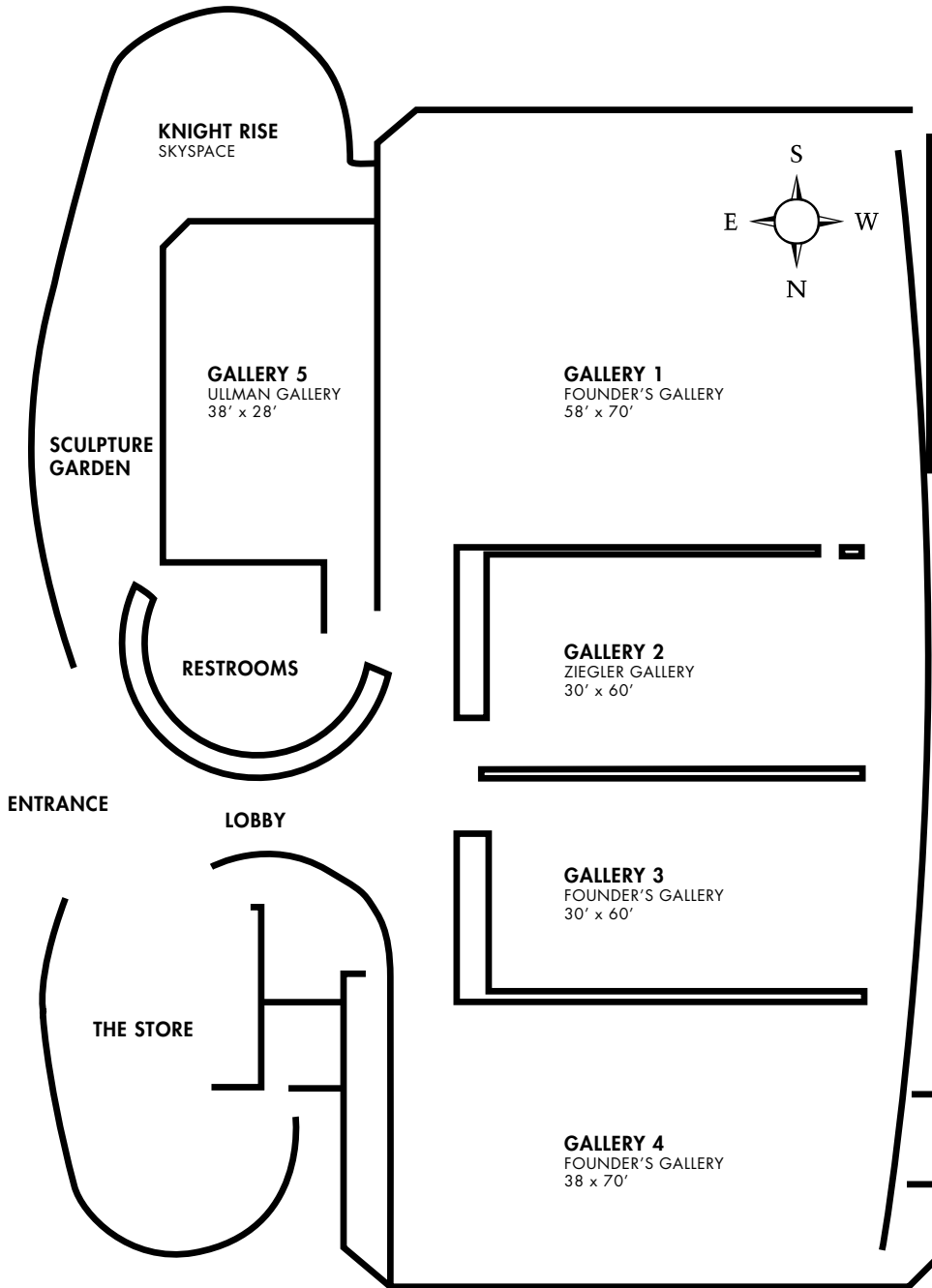
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Call the facility rentals manager for more information at 480-874-4604.



LIBRARY
PARKING GARAGE

SECOND ST.

SCOTTSDALE CENTER FOR THE PERFORMING ARTS



WELLS FARGO AVE.



WELLS FARGO
PARKING
GARAGE

Scottsdale Museum of Contemporary Art
7374 E. Second St.

SCOTTSDALE MALL



Mayer Garden

For the most intimate event of 20 people or less, the Mayer Garden provides a lovely desert garden setting complete with a canopy of trees, a tiered waterfall fountain and James Waddell's sculpture *Mother and Child*.

Marshall Garden

This picturesque setting has lovely flowers in bloom year-round and a softly flowing fountain in a sunken courtyard of red brick, shaded by overhanging trees. This space includes grassy areas on both sides, which make this space ideal for up to 200 people.



Overpass

For groups of 250 or less, the overpass provides a very open, beautifully tailored melding of decorative, majestic fountains amidst several different kinds of mature trees. Robert Indiana's iconic *LOVE* sculpture is located on the lawn adjacent to Scottsdale Center for the Performing Arts.

Fountain Stage

The Fountain Stage is the perfect location for larger groups of up to 1,500. This area is known for its grand focal point: a flagstone and brick stage in a sea of lush grass, flanked by vivid seasonal flowers. Please be advised that seasonal staging may also be in place November through April for this location.



Amphitheater

For the largest events, up to 2,000 people, we offer the amphitheater. This area includes a beautiful water feature, a grand open area with rolling grassy hills and a Louise Nevelson's monumental sculpture *Windows to the West*. Seasonal staging may be in place December through April for this location.

FACILITY RENTAL RATES (July 2010 – June 2011)

Hourly Rates (3 hours min.)

ZONE	Zone Name	Max Capacity	3-Hour Fee	Ea. Add'l. Hr.	Nonprofit 3-Hour Fee	Nonprofit Ea. Add'l. Hr.
1	Marshall Garden	200	\$150	\$50	\$129	\$43
2	Fountain Stage	1,500	\$600	\$200	\$510	\$170
3	Overpass	250	\$150	\$50	\$129	\$43
4	Mayer Garden	20	\$90	\$30	\$77	\$26
5	Notheast Lawn	750	\$150	\$50	\$129	\$43
6	Amphitheater	2,000	\$975	\$325	\$830	\$275

Daily Rates

ZONE	Zone Name	Max Capacity	Day Rate	Ea. Add'l. Hr.	Nonprofit Day Rate	Nonprofit Ea. Add'l. Hr.
2	Fountain Stage	1,500	\$1,500	\$200	\$1,275	\$170
6	Amphitheater	2,000	\$2,500	\$325	\$2,125	\$276
1, 2, 3	West Side	3,500	\$2,400	\$300	\$2,040	\$255
1-6	All Mall Areas	7,500	\$3,500	\$705	\$2,975	\$600

Please note: Time is determined from the load-in to the complete load-out.

Damage Deposit

All events are subject to a refundable damage deposit equal to 20 percent of the facility fee.

LABOR & EQUIPMENT RATES (July 2010 – June 2011)

Event Labor

Facility Representative \$25 / hour (4 hours min.)

Event Services Assistant \$25 / hour (4 hours min.)

In-house Security \$20/ hour (4 hours min.)

Contracted Security \$20/ hour

Police \$42 / hour

Environmental Services \$35 – \$200 / day

All labor requirements are determined by the Scottsdale Cultural Council operations department. Estimates are based on past experiences of a similar nature. Actual cost will be determined in the final post invoice.

Equipment Rates

Table \$10 each Portable PA system (2 speakers) \$150 / day

Table w/ Linens \$20 each Portable PA system (4 speakers) \$250 / day

High Boy Cocktail Table \$10 each Security Radios \$7 each

Brown Stackable Chairs \$.75 each Amphitheater Stage + Labor \$1,700

Platform Risers \$35 each Event Fencing \$750

Easel \$6 each Neighborhood Notification \$400

Event Cans \$15 each

Merchandise & Concessions

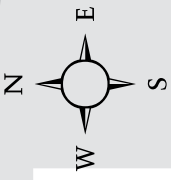
All merchandise is subject to a 20 to 25 percent commission from gross sales.

Food booths are subject to a rate of \$15 per hour times the hours of operation.

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↑ INDIAN SCHOOL RD.

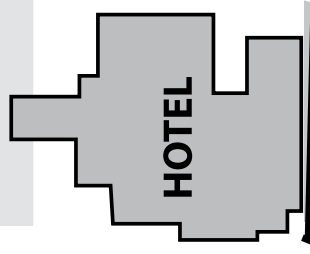


- Zone 1: Marshall Garden
- Zone 2: Fountain Stage
- Zone 3: Overpass
- Zone 4: Mayer Garden
- Zone 5: Northeast Lawn
- Zone 6: Amphitheater

75TH ST.

DRINKWATER BLVD.
(UNDERPASS)

DRINKWATER BLVD.
(UNDERPASS)



1

2

3

4

5

6

CITY HALL

LIBRARY



OLD TOWN
SCOTSDALE



RESTAURANTS



SECOND ST.

Scottsdale Mall

SCOTTSDALE CULTURAL COUNCIL PREFERRED CATERERS

All food-related events must be provided by our preferred list of caterers.



Regency Caterers

7500 E. Doubletree Ranch Rd.
Scottsdale, AZ 85258
Phone: 480-483-5588 Fax: 480-483-5511
scottsdale.hyatt.com
Contact: Colleen Dorn, Catering Manager
colleen.dorn@hyatt.com



**Santa Barbara
Catering Company**

1090 W. Fifth St.
Tempe, AZ 85281
Phone: 480-471-5225 Fax: 480-967-2028
www.santabarbaracatering.com
Contact: Lauren Guthrie
LaurenG@SantaBarbaraCatering.com

All alcoholic beverage services must be provided and served by our exclusive alcohol manager.
For alcoholic beverage services, please contact Jamie Prins at 480-874-4697 or JPrins@sccarts.org.

All information subject to change.



BAR & BEVERAGE PACKAGES

	CALL BRANDS \$6/drink	PREMIUM BRANDS \$7/drink
VODKA	POPULAR LABEL BRANDS	TOP LABEL BRANDS
GIN		
TEQUILA		
RUM		
BOURBON		
WHISKEY BLEND		
SCOTCH		

DOMESTIC BEER \$4/bottle	MICRO BREW \$5/bottle	IMPORTED BEER \$5/bottle
COORS/COORS LIGHT	LOCAL AND NATIONAL	BECK'S
MICHELOB	OPTIONS AVAILABLE	HEINEKEN
BUDWEISER/BUD LIGHT		AMSTEL LIGHT
BUD LIGHT		CORONA
MILLER LIGHT		DOS EQUIS
MILLER GENUINE DRAFT		OTHER OPTIONS AVAILABLE

FEATURED CALIFORNIA WINE:

\$6/glass: HOUSE CHARDONNAY, HOUSE CABERNET, HOUSE MERLOT

SOFT BEVERAGES:

\$2/glass: COKE, DIET COKE, SPRITE, BOTTLED WATER, FRUIT JUICES

- All hosted and cash bars require one (1) bartender per 75 guests.
- For large events, bartender and bar needs will be assessed based on the event's parameters and setup.
- Bartending services are billed at \$25 per hour per bartender, with a three hour minimum.
- A minimum guarantee of \$250 per bar set up is required for hosted bars; \$350 for cash bars, based on consumption.

ADDITIONAL BEVERAGE SERVICE OPTIONS

TABLESIDE WINE SERVICE

- House wine can be offered to the table at a charge of \$6 per glass (plus service charge and tax) and will be billed based on consumption. Upgraded wine selections are available at a per-case price. Please ask for our reserve wine list or make a special request and we will try to accommodate your favorite brand.
- Your selected caterer will be required to pour wine tableside with dinner and will charge accordingly for appropriate number of staff. Usually one additional server per every 50 guests is recommended.

PASSED CHAMPAGNE TOAST

- House champagne can be passed to your guests at \$7 per glass (plus service charge and tax) and will be billed based on consumption.
- Your selected caterer will provide and charge for staff to pass champagne.
- If catering is not required, we can provide waitstaff at \$25 per hour per person.

TERMS AND CONDITIONS

- In order to reserve bar service for your event, we require a 50% deposit at the time the order is placed.
- For hosted bar service, the deposit is based on total estimated charges. For "on consumption" bars, we typically estimate charges based on two (2) alcoholic drinks per person. Final invoice amount based on actual consumption.
- For cash bar service, a deposit of \$350 is required. This amount reflects the minimum charge for a bartender and bar. If cash sales exceed \$350, the deposit will be refunded.
- A credit card must be obtained for all orders and will be held on file to guarantee and pay for all outstanding balances.
- The final amount due will be charged to the credit card at the conclusion of the event.
- A customary 20% service charge and sales tax of 8.1% will be added to all hosted beverage services.
- The final guest count must be confirmed within 10 business days prior to the event to allow time for ordering product.
- We will charge for the guaranteed number or the actual attendance, whichever is greater.
- Refund of deposits are subject to the cancellation policy outlined in Additional Terms and Conditions.

EVENT INSURANCE REFERRAL

Liability insurance is required for all of our rental events and must meet the following qualifications:

- Single-limit public liability insurance coverage at a minimum amount of \$1 million. for indoor events and \$2 million for outdoor events covering bodily injury, death and property damage as well as medical payment insurance in the amount of \$5 thousand covering bodily injury.
- The insurance certificate must name the SCOTTSDALE CULTURAL COUNCIL and the CITY OF SCOTTSDALE as additionally insured.
- Renter's insurance policy shall be effective from the beginning of the first load-in time until the last load-out time indicated in the agreement. Renter shall provide a copy of the certificate of insurance as proof to the Scottsdale Cultural Council no later than 14 working days before the event.

This liability insurance can be obtained through our Tenant User's Liability Insurance Policy (TULIP) program. This program is designed for third-party facility users who need to purchase general liability insurance. Simply log on to the Entertainment Brokers International website at www.ebi-ins.com/tulip enter the Facility ID number that corresponds with the location of your event, and complete the questionnaire. Once you have purchased the insurance a copy of the certificate will automatically be sent to the Scottsdale Cultural Council. Rates will vary based on the details of the event.

Facility ID numbers for the Scottsdale Cultural Council

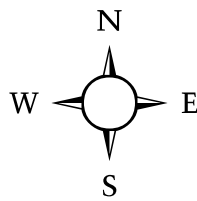
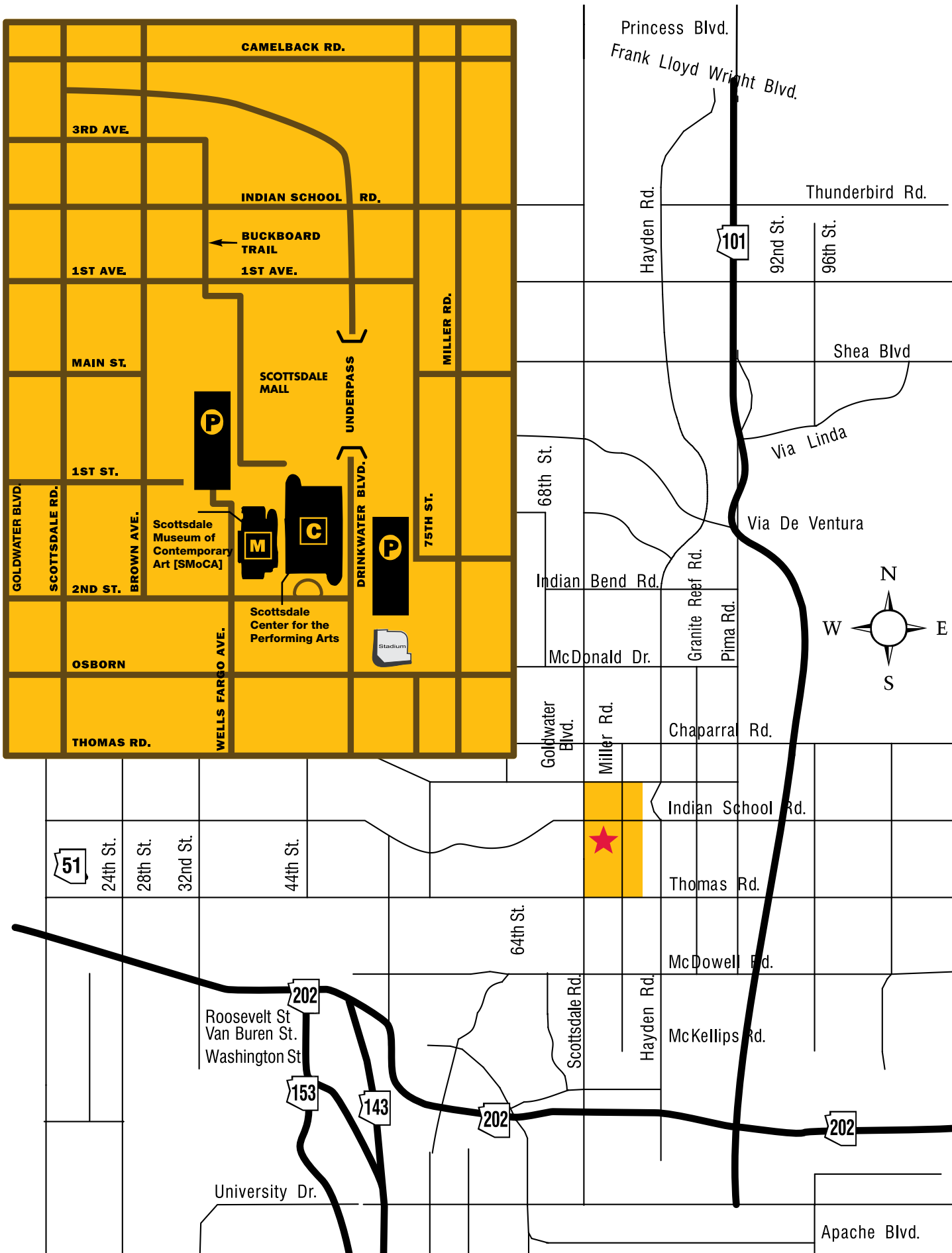
Scottsdale Museum of Contemporary Art = OB97 001

Scottsdale Center for the Performing Arts = OB97 002

Scottsdale Mall = OB97 003

For questions or additional information please contact facility rentals manager, Kasey Croxton at kaseyc@sccarts.org or 480-874-4604.





CONTACT INFORMATION

Event Staff

Facility Rentals Manager

Kasey Croxton
480-874-4604
KaseyC@sccarts.org

Assistant Director of Operations

Larry Edmonds
480-874-4603
LarryE@sccarts.org

Food and Beverage Manager

Jamie Prins
480-874-4697
JPrins@sccarts.org

Operations Assistant – Weddings

Wendy Thompson
480-874-4607
WendyT@sccarts.org

Production Manager

Meredyth Mindte
480-425-5353
MeredythM@sccarts.org

Technical Director

Melissa Rex
480-874-4625
MelissaR@sccarts.org

Ticketing and Patron Services Manager

David Tan
480-874-4690
DavidT@sccarts.org

Phone Numbers and Web sites

Main Administration:

480-874-4610

Main Fax:

480-874-4655

Box Office:

480-994-ARTS (2787)

On the Web:

scottsdalearts.org

Community Events Page:

scottsdaleperformingarts.org/comm_event

Locations

Scottsdale Center for the Performing Arts

7380 E. Second St.
Scottsdale, AZ 85251

Scottsdale Museum of Contemporary Art

7374 E. Second St.
Scottsdale, AZ 85251

Scottsdale Mall

E. Second St. & N. Drinkwater Blvd.
Scottsdale, AZ 85251
(Library Parking Garage)

Loading Dock/Backstage

E. Second St. & N. Drinkwater Blvd.
Scottsdale, AZ 85251
(NW Corner)

Business Hours

Scottsdale Center for the Performing Arts

Monday–Saturday: 10 a.m. – 5 p.m.
Sunday: noon – 5 p.m.

Scottsdale Museum of Contemporary Art

Regular (Fall & Winter) Hours:

Monday: Closed

Tuesday, Wednesday:

10 a.m. – 5 p.m.

Thursday: 10 a.m. – 8 p.m.

Friday, Saturday: 10 a.m. – 5 p.m.

Sunday: noon – 5 p.m.

*Closed Monday & Tuesday
during summer