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CONTACT INFORMATION

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Community Information:
Information on area dining, lodging, and other attractions at www.visitgrandrapids.com.
THE REIF PERFORMING ARTS CENTER
RATE CHART - UPDATED AUGUST, 2018

Community Arts Rate
- Wilcox Theater (700 seats) $800 ticketed/$600 unticketed
- Ives Theater (200 seats) $500 ticketed/$300 unticketed

Note: Rates include reasonable use of Tech Director’s time and space for rehearsal--to be determined by the Reif Tech Director and/or Executive Director. Our in-house Community Arts partners have free access (as permitted) to use the lobby and the Rotary Board Room.

Non-Profit & Government Rate
- Wilcox Theater $400 (5 hours)/$800 (10 hours); $100/hr additional
- Ives Studio Theater $250 (5 hours)/$500 (10 hours); $65/hr additional
- Tech Director $60/hour (required with rental of either theater)
- *Lobby $300 (5 hours)/$500 (10 hours); $65/hr additional

Commercial/Business
- Wilcox Theater $700 (5 hours)/$1400 (10 hours); $175/hr additional
- Ives Studio Theater $400 (5 hours)/$800 (10 hours); $100/hr additional
- Tech Director $60/hour (required with rental of either theater)
- *Lobby $600 (5 hours)/$1000 (10 hours); $125/hr additional

Personnel Services
- Technical Director $60/hour
- Ushers $15/hour
- Technical Crew $30/hour
- House Manager $150/performance
- Box Office Services (see next page)

Other Rooms Available for Rent
- Dance Studio/Theater Classroom $75/hour
- Rotary Board Room $25/hour
- IOSP Ensemble Room $40/hour

*General lobby use is included with rentals, but special use/extensive lobby set-up may require a separate fee.
Custodial fees of $32/hour will be applied to all Nonprofit and Commercial rentals.

Special rates may be available for student performances and recitals. A typical piano recital with the use of the Ives Studio and Lobby would begin at $200.

All rentals require a 50% deposit at time of contracting, 10% of which is non-refundable. All agreements on rental rates and facility use will be at the discretion of the Reif Arts Council and its Executive Director, who shall determine what is in the best interest of the Reif Arts Council.

**DESCRIPTION AND LOCATION**

The Reif Performing Arts Center contains the 702 seat Wilcox Theater and the 202 seat Ives Studio Theater and three dance studios. It is home to the Grand Rapids Players, Itasca Orchestra and Strings Program, Reif Dance, and numerous events for the Grand Rapids High School. We are located just off Hwy 38 North in Grand Rapids, Minnesota. The Reif is attached to the west end of Grand Rapids High School.

Parking:

Production vehicles may remain parked at loading dock or in the adjacent parking lot. No permits are required.
Loading Dock:

Loading Dock and approach

The loading dock is accessible from the adjacent parking lot and loads into the scene shop. Storage for cases can be arranged in the scene shop or Ives Studio.

- Located on the US side of the Ives Studio, through the Scene Shop
- It has a straight line approach from adjoining parking lot at a 6.5% grade
- Only one vehicle can unload at a time
- Loading dock height is 50 inches.
- Built in hydraulic dock lift adjusts for truck bed height or allows ground level loading
- Adjacent door leads to Scene Shop by a short flight of stairs.
- Loading Door Clearance: 8’ wide x 9’ 9” tall
- Hydraulic Dock Dimensions: 6’ x 8’ (without railings)
Lift lowered for ground level load-in. Railings are removable.
THE LOBBY

North Side Lobby – North Wilcox Theater Entrance and Ives Studio Entrance

North Side Lobby – Ives Studio Entrance and Seating Area
North Side Lobby – Ives Studio Seating Area and Main Entrance

North Side Lobby – Main Entrance
LOBBY FURNITURE

In addition to numerous chairs, sofas, and trash receptacles available throughout the Lobby, we have the following furniture pieces:

Lobby Counter on Wheels (1)  Lobby High Top Tables (6) and Short Tables (3)
**Lakewood Café**

Check with the Reif Center Tech Director for availability of Lakewood Café & Prep Kitchen.

Lakewood Café Kitchen – Prep Counter and Cooler
CHAIRS AND TABLES

There are generally no extra fees for using in-house equipment, although crew time for bringing chairs out of storage or from the High School along with set-up/take-down can incur fees.

High School Folding Chairs
Approximately 160 Total
Available at the discretion of the HS

Red Chairs
39 on Rolling Racks
24 in Back Row of Wilcox

Black Band Chairs
63 on Rolling Racks

Studio Chairs
22 in Front Row of Ives Studio
Seven 8’ Folding Tables and Seven 6’ Folding Tables on Rolling Racks

20 6’ White Plastic Folding Tables on Rolling Racks
The High School also has 60 5’ Wood Laminate Tables (mostly unracked)
Available at the discretion of the High School
BREAKOUT ROOMS ADJACENT TO THE LOBBY

Board Room (Adjacent to South Lobby)
10-12 chairs around conference table, multi-media support

Theater Classroom (Adjacent to South Lobby)
27” x 39’ (1050 sq. feet)
Ensemble Rehearsal Room (Adjacent to South Lobby)
12’ x 16’ (200 sq. feet)

Ives Studio (Adjacent to North Lobby)
52’ x 46’ 6” (2400 sq. feet) with seats collapsed
See Ives Studio Tech Packet for more information
DRESSING ROOM
AND GREEN ROOM AREAS
Check with Reif Center Tech Director for availability

Wilcox Theater Makeup area, VIP rooms are in the background.

Wilcox Theater VIP Room
Wilcox Theater Women’s Group/Choral Dressing Room

Wilcox Theater Green Room