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CONTACT INFORMATION

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Community Information:
Information on area dining, lodging, and other attractions at www.visitgrandrapids.com.
REIF CENTER RENTAL RATES

REIF RENTAL RATES

Non-Profit & Government Rate
- Wilcox Theater (692 seats) $400 (5 hours)/$800 (10 hours); $100/hr additional
- Ives Studio Theater (202 seats) $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 (692 seats) $700 (5 hours)/$1400 (10 hours); $175/hr additional
- Ives Studio Theater (202 seats) $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/Concessions $100/flat fee
- Technical Crew $30/hour
- House Manager $150/performance
- Box Office Services (see next page)

Other Rooms Available for Rent
- Lakewood Café** $25/event
- 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.
**Community Arts Rentals will receive 25% of their events concession sales.
-All rentals require the use of Reif sound and lighting technicians unless approved by the Reif TD.
-Custodial fees of $35/hour will be applied to all rentals as necessary.
DESCRIPTION AND LOCATION

The Reif Performing Arts Center contains the 692 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.
North Side Lobby – Ives Studio Seating Area and Main Entrance

North Side Lobby – Main Entrance
From Main Entrance Looking Toward Box Office and Lakewood Café

From Main Entrance Toward Lakewood Café and East Fireplace Lobby
From Lakewood Café Toward South Lobby

South Lobby
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.
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