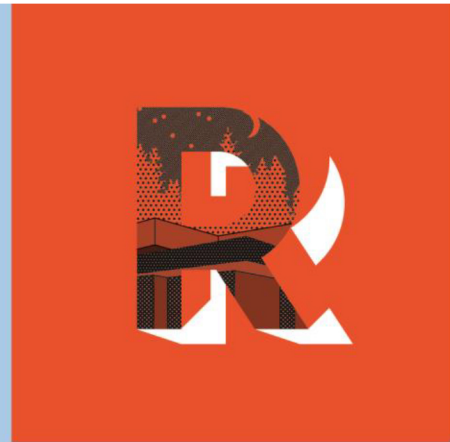


REIF LOBBY

Facility Information

Updated 4/1/20



THE REIF



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CONTACT INFORMATION

The Reif Performing Arts Center
720 NW Conifer Drive
Grand Rapids, MN 55744
(218) 327-5780
www.reifcenter.org

Administrative Staff:

Shantel Dow, Executive Director Direct: (218) 327-5783
Cell: (218) 256-7366
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Email: pgregersen@reifcenter.org

Judi Braunworth, Bookkeeper Direct: (218) 327-5785
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Michaela Smith, Box Office Manager Direct: (218) 327-5780
Email: msmith@reifcenter.org

Production Staff:

John Miller, Technical Director Direct: (218) 327-5786
Cell: (218) 259-8216
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Education Director:

Katie Smith, Education Director Direct: (218) 327-5791
Email: ksmith@reifcenter.org

Dance Staff:

Deirdre Murnane, Dance Director Direct: (218) 327-5858
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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 DECEMBER, 2019

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.

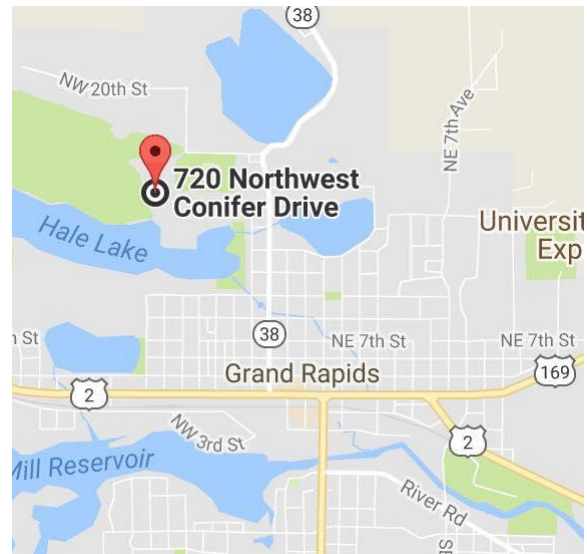
**Community Arts Rentals will receive 25% of their events concession sales.

-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.

THE LOBBY



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



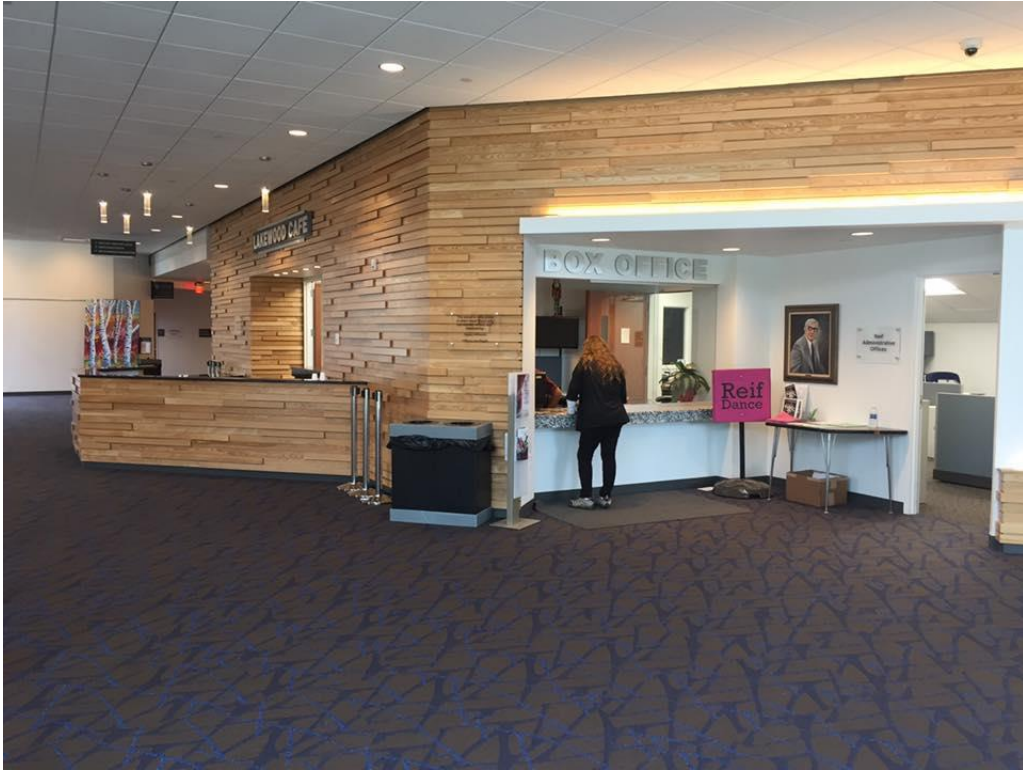
North Side Lobby – Ives Studio Entrance and Seating Area



North Side Lobby – Ives Studio Seating Area and Main Entrance



North Side Lobby – Main Entrance



From Main Entrance Looking Toward Box Office and Lakewood Café



From Main Entrance Toward Lakewood Café and East Fireplace Lobby



Lakewood Café



East Fireplace Lobby



From Lakewood Café Toward South Lobby



South Lobby



South Lobby – South Wilcox Theater 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)



Stainless Steel Stanchions (23)



Wooden Benches (3)

LAKEWOOD CAFÉ

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



Lakewood Café Kitchen – Prep Counter and Cooler



Lakewood Café Kitchen – Sinks and Storage



Lakewood Café – 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

