

MANSION  
**STRATHMORE**  

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*Private Events*

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**STUDENT RECITALS IN THE MANSION AT STRATHMORE**

This rate card is effective July 1, 2019 and is subject to change.

*We welcome young musicians and their instructors to the Mansion at Strathmore!*

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Student Recital Package	\$480
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**Your 3-Hour Rental Package includes:**

- 3 hours of rental time in the Music Room
- Setup/strike of 95 red chairs
- Use of the Steinway piano
- Up to 10 music stands and 2 piano benches
- Use of the Dining Room OR Sun Porch for 1) post-recital refreshments, 2) congregating, 3) student warm-ups or 4) equipment storage.
- Mansion Event Manager

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Additional rental time	\$ 60 per ½ hr
Piano tuning upon request (up to 10 days' notice required)	\$225

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**RENTAL HOURS AVAILABLE**

7:00 am – 12:00 am daily for Music Room with Sun Porch

4:00 pm – 12:00 am Mon, Tue, Thu, Fri, Sat & Sun for Music Room with Dining Room

**RENTAL CONFIRMATION SCHEDULE**

Holds for recitals will be accepted 6 months from the first requested date. Recitals that are scheduled any time after 4:00 pm will not be confirmed until 90 days from the requested event date, so that we can maximize the support of Strathmore's artistic programming with full Mansion rental revenue. Since we cannot confirm your event earlier than 90 days in advance, you may hold two dates as options for your event before a contract can be issued.

**PARKING**

Parking for events in the Mansion at Strathmore is free in the Mansion lot on a space available basis located at 10701 Rockville Pike. Additional parking is available in the Strathmore-Grosvenor Metro garage and is \$5.20 on weekdays or free on Saturdays and Sundays.

**MANSION EVENT MANAGER**

A Mansion Event Manager will be on-site during the contracted time of the event. The Mansion Event Manager represents Strathmore and ensures that guests, vendors, and clients follow all rules and regulations on-site. They are on duty to assist with house concerns, monitor restrooms, answer client questions, and ensure that the renter and all auxiliary services vacate the property by the end of the

contracted time. The Mansion Event Manager has the authority to interpret and enforce Strathmore Mansion rules and make any other decisions in the best interests of the facilities and grounds. The Mansion Event Manager's decisions are final; failure to comply with those decisions may result in additional charges.

## STUDENT RECITAL GUIDELINES

- Renter will be given access to rental spaces at the **start time** of your rental period and not before. The Renter and guests must conclude the event and depart the Mansion by the **ending time** of your rental period or additional fees will be incurred. As the room must be open to receive your guests upon their arrival, there must be a minimum of 30 minutes between the time the Renter can gain access to the space and the recital start time.
- Renter has access only to the spaces they reserve and non-exclusive use of the 1<sup>st</sup> floor bathrooms and foyer area for arrival and departure (not congregating).
- Post-recital refreshments may be supplied by the Renter and one 6 ft. table with linen will be available for your use. You may offer only one type of store-bought snack (i.e. cookies **OR** veggies) and one type of store-bought, non-alcoholic beverage (i.e. water **OR** punch). **No other outside food and beverage is permitted, including alcohol.** Any items that do not adhere to these guidelines jeopardize the privilege of this exception with our caterer and will be removed to the kitchen for later retrieval. If you wish to serve any additional food or beverage beyond these limits, it must be provided through Strathmore's exclusively contracted catering service, Ridgewells Catering.
- Music Room capacity is 95 seated theater style. Renter is responsible for ensuring that no more than 95 guests are present.
- Strathmore will setup/strike your event according to the attached layout. Minor adjustments to this layout can be made by the client.
- Please note that there may be an event immediately before and/or after yours in the same room; rehearsals are not permitted for recitals. Renters may use their contracted additional space (either Sun Porch or Dining Room) for warm ups, if needed.
- **No ticketing or exchange of money is permitted for this event.** Audience must be invitation only; no public advertising is permitted. All invitation material and documents with Strathmore's name or image must be shared with the Strathmore Rentals Office for approval prior to sending to guests.
- Renter has the use of the grand piano located within the Music Room. Renter acknowledges that there will be no special tuning of the instrument prior to this event. If a tuning is desired, it is subject to availability and must be requested and scheduled with the Director, Mansion, Retail and Rentals no later than 10 business days prior to the event, at the cost of \$225.

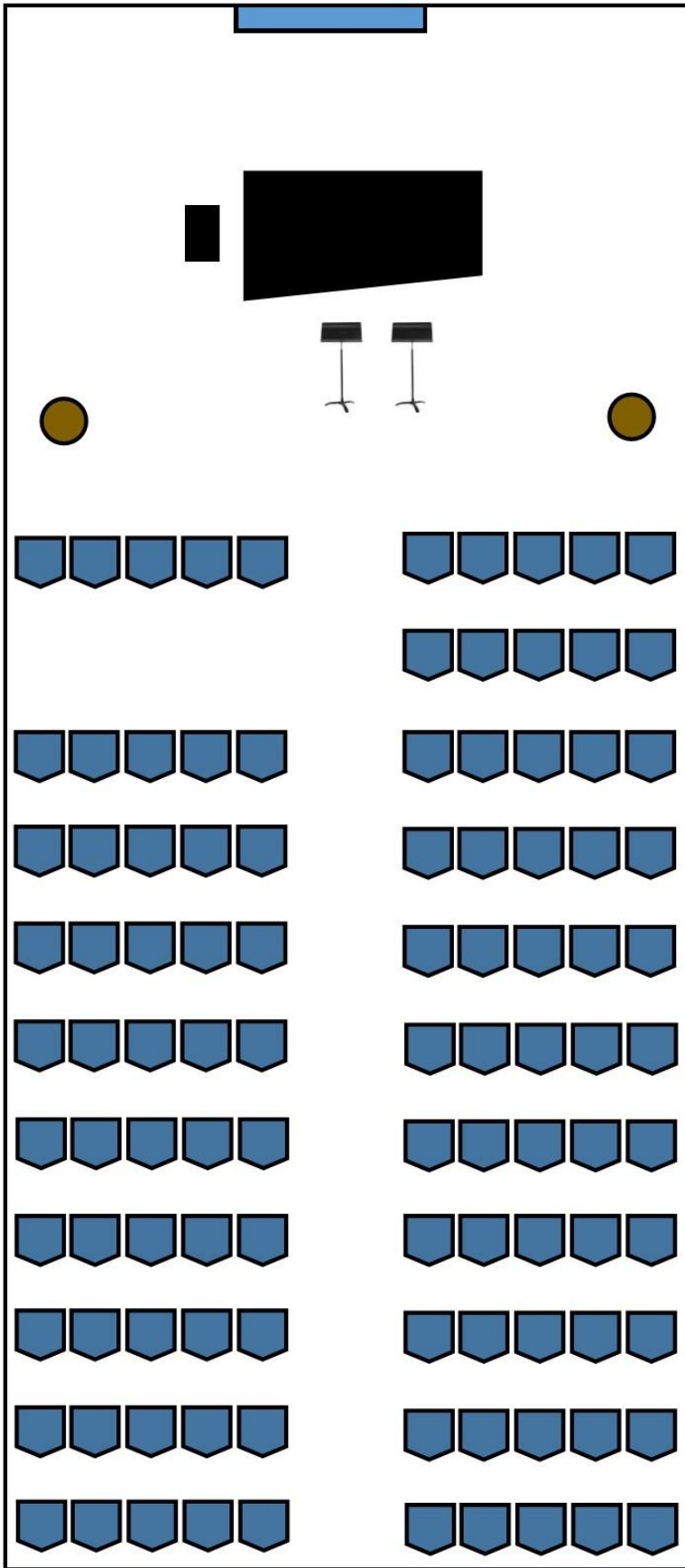
## SCHEDULE OF PAYMENTS

Full rental fee is due upon signing License Agreement. Payments by credit card are preferred.

## CHANGES OR CANCELLATIONS

Once the License Agreement is fully executed, any changes to date or time of your event will incur a \$100 fee. If your recital is cancelled more than 30 days prior to your event, the rental fee may be applied to a future event through June 30, 2019. If cancelled within 30 days of event date, the rental fee will be forfeited.

*Strathmore Hall Foundation is not responsible for the loss of or damage to any equipment or personal items of the renter or other vendors whether the loss or damage occurs before, during, or after the event. Guests should always take precautions to make sure valuables are secure.*



Student Recital Standard Floor Plan

MUSIC ROOM:

2 Music Stands

Number of Chairs: 95 blue

Piano open centered with stool

SUN PORCH or DINING ROOM:

1 6' table with navy linen