



rental guide 2021





Rental Rates

please see page 4 for definitions of low, mid, and high impact, special events, non-profit, mission-based, and private events.

low-impact

hourly rate (2 hour minimum) **		
room	private events	nonprofit or mission-based
Small Spaces*	\$60	\$30
Large Spaces**	\$80	\$40

*Small Spaces: King Community Room, Hawk Visual Arts Classroom, Jones Performance Hall, Schaul Children's Music Room, Comiskey Terrace, Miller Upper Lobby, Outdoor Stage

**Large Spaces: Grace Atrium (Lower Lobby), Feldberg East Courtyard, Steddy Theater as a Classroom

mid-impact

hourly rate		
room	private events	nonprofit or mission-based
Small Spaces*	\$120	\$60
Large Spaces** (excludes theater)	\$160	\$80
Steady Theater + Lobbies + Courtyard	\$400	\$200
Steady Theater ONLY	\$250	\$125

*Small Spaces: King Community Room, Hawk Visual Arts Classroom, Jones Performance Hall, Schaul Children's Music Room

**Large Spaces: Grace Atrium (Lower Lobby), Feldberg East Courtyard, Outdoor Stage, Comiskey Terrace, Miller Upper Lobby & Kinder Padon Gallery

high-impact

hourly rate (with a 5 hour minimum)		
room	private events	nonprofit or mission-based
Steady Theater + Lobbies + Courtyard	\$600	\$300
3rd Floor + Terrace	\$600	\$300
Steady Theater ONLY	\$400	\$200
Upper + Lower Lobbies	\$400	\$200
Upper Lobby + Gallery + Patio	\$300	\$150
Lower Lobby + Courtyard	\$300	\$150

For more information please contact our Operations Coordinator, Rachael Stubbs

rachael@crestedbuttearts.org | (970) 349-7487 x 707 | or visit our website crestedbuttearts.org



Rental Rates Continued

please see page 4 for definitions of low, mid, and high impact, special events, non-profit, mission-based, and private events.

special events

example of use	room	capacity	flat rate
EVENTS USING THE ENTIRE FACILITY			
Weddings	Exclusive use of the entire Center	Up to 300	\$15,000
Non-Profit Galas and Events	Exclusive Use of the Entire Center	Up to 300	\$7,500
EVENTS ON THE 1ST TWO FLOORS OF THE CENTER			
Rehearsal dinners & Private Parties	Theater, lobbies, & courtyard	Up to 300	\$10,000
Informal Cocktail Parties & Private Parties	Theater & Lower Lobby OR Upper Lobby, Gallery & Patio OR Lower Lobby & Courtyard	Under 100	\$5,000
Nonprofit Informal Cocktail Parties & Private Parties	Theater & Lower Lobby OR Upper Lobby, Gallery & Patio OR Lower Lobby & Courtyard	Under 100	\$2,500
EVENTS ON THE THIRD FLOOR & COMISKEY TERRACE			
Rehearsal Dinners & Private Parties / Informal Cocktail Parties & Private Parties	3rd Floor + Terrace	Under 100	\$10,000
Nonprofit Informal Cocktail Parties & Private Parties	Third Floor & Terrace	Under 100	\$5,000

The Center offers wedding + celebration packages for complex special events requiring additional services (eg basic tech package, custom marquee message, bar staff, etc.).

Learn more on our website, or contact us to start planning your special day!

For more information please contact our Wedding/Events Coordinator, Tracy Hastings
weddings@crestedbuttearts.org | (970) 349-7487 x 708 | or visit our website crestedbuttearts.org



rental rate definitions

low-impact event

Definition: No staff set-up needed, no technical staffing required.

Example: meetings, classes

mid-impact event

Definition: Some staff set-up needed, some technical staffing required

Example: receptions, cocktail parties, film screenings, informal acoustic concerts, lectures

high-impact event

Definition: Complex set up required, multiple technical needs, multiple staff required, may have complex bar & catering.

Example: performances, concerts, and complex events

special event

Definition: Complex set-up required, advanced technical needs, involves a caterer, involves rentals (tents, linens, tables, flowers, or special decor), and/or has a complex bar menu

Example: gala fundraisers, rehearsal dinners, weddings, cocktail parties, fundraising events

nonprofit event

Any event hosted by a nonprofit organization as designated by the IRS.

mission-based event

An event hosted by a for-profit business or individual that is open to the public and directly related to the mission of the Center for the Arts:

As a home for arts and culture, the Center for the Arts offers engaging opportunities and educational experiences to enrich and expand the life of our community.

Mission-based events must be artistic or cultural in nature and open to the community. Designation of rental events as mission-based is solely at the discretion of the Center for the Arts.

private event

An event hosted by an individual or for-profit business that is not open to the public and/or is not related to the mission of the Center for the Arts

Example: anniversary or birthday party, business conference

NOTES:

-In order to keep our nonprofit and mission-based rental rates low and accessible, we require organizations to do their own event set up, break down, and cleaning after the event

-The total amount of time reserved for your event must include setup, the event, and breakdown. All events must conclude (including break down and cleanup) no later than 12:00 am.

-The Feldberg East Courtyard is not plowed in the winter and is only available for use when snow is not present.

-The Outdoor Stage can accommodate a maximum of 45 people standing (fewer with chairs + tables). Any use of the Outdoor Stage that includes Town Park (eg the soccer fields) requires a separate reservation + permit via the Town of Crested Butte. Only nonprofit entities are allowed to reserve Town Park. For more information, visit the Town's website [here](#).



coronavirus policies

Effective September 7, 2021

Event Attendance Policy

In an effort to keep our audience members, artists, volunteers, and staff members safe during the COVID-19 pandemic, the Center for the Arts requires all event attendees age 12 or older to present proof of full vaccination (via vaccination card) OR proof of a negative PCR COVID-19 test taken within 72 hours prior to the event start time. To qualify as “fully vaccinated,” an individual must have completed their full course of COVID-19 shot(s) 14 days prior to the event. Children under 12 are required to wear masks or present a negative test result.

Patrons who are unable to adhere to these policies should contact Operations and Gallery Coordinator Rachael Stubbs at 970-349-7487 x 707 or rachael@crestedbuttearts.org. Guests who opt not to attend a Center-produced event at the Center for the Arts due to our COVID policy may choose a refund, a credit to their account, or elect to donate their tickets back to the Center for the Arts. (If your ticket is not for a Center-produced event, please contact the third party organization hosting the event, e.g. Crested Butte Music Festival, Crested Butte Film Festival, School of Dance, etc.) This policy applies to all events held at the Center for the Arts, including those hosted by third party organizations other than the Center for the Arts. Front Line Staff including security personnel, ushers, instructors, and event managers are trained to assist guests and ensure that safety measures are followed. If you feel uncomfortable at any time, please speak with one of these team members.

Prior to Your Visit - Sick Policy

If you feel sick or unwell, please stay home. If you or a member of your party is experiencing symptoms of COVID-19 (fever, chills, respiratory issues, cough, congestion, sneezing) or have had known exposure to someone with COVID-19, please stay home. Exchanges and Credits; If you must miss an event, please contact Rachael Stubbs before your show to exchange or receive a refund for your tickets. Rachael is contactable at 970-349-7487 (extension 707) or via email at rachael@crestedbuttearts.org.

Communicate with Your Guests

If you are the ticket purchaser, it is your responsibility to communicate the Center's vaccination policy to others in your party. Approximately one to two days before your ticketed event you will receive a performance reminder with up-to-date guidelines. Please forward this email to your guests so that they know what to expect before your visit.

Business Hours Walk-In Visitor Policy:

The Center for the Arts building and Kinder Padon Gallery continues to be open to walk-in visitors Monday through Friday from 10 am - 4 pm. All visitors who are not fully vaccinated against COVID-19 are required to wear a mask while in the Center for the Arts.

Staff Procedures:

All Center for the Arts staff, volunteers, and contractors are required to be fully vaccinated. Staff are required to take temperature checks prior to working an event and to regularly wash their hands throughout events.

Building Procedures:

We have two HEPA filters running in our building to increase air flow and air filtration. We can provide masks if needed and will have hand sanitizer stations available throughout the building. We routinely clean high touch surfaces throughout events. We aim to create touchless experiences as often as possible.

Talent/Artist Procedures:

We encourage artists to supply their own performance-related personal items, such as microphones, cables, and backline equipment. We have disposable microphone covers available for use. We have eliminated buffet-style backstage catering and will be utilizing single-use products in food service.



preferred vendors

planners

- Stephanie Prater, Princess Productions: princessproductionsweddings-events.com
- Ciera Freson, Lucky Penny Events and Rentals: luckypenny.events
- Jamie Booth, Bellevue Weddings and Events: bellevueevents.com
- Stephanie Ames, Alpenglow Events: alpengloweventsco.com
- Sibby Schlaudecker, Sibley Events: sibleyevents.com

photographers

- Alison White Photography: alisonwhitephotography.com
- Lydia Stern + T Judson, Mountain Magic Media: mountainmagicmedia.com
- Rebecca Ofstedahl, Third Eye Photography: thirdeyephotographycolorado.com
- Nathan Bilow Photography: nathanbilowphotography.com

rentals

- Heather Allyn, Sage Rentals: sagecb.com
- Stephanie Blewett, Alpenglow Events: alpengloweventsco.com
- Ciera Freson, Lucky Penny Events + Rentals: luckypenny.events/rentals

beauty

- Heather Perry, Industry Hair Studio: industryhairstudiocb.com
- Jess Gray, Velveteen Salon: velveteensalon.com
- Natalie Duke Beauty: nataliedukebeauty.com
- Leta Maunz, New Moon Salon: newmoonsalon.com
- Aubree Scarff, Gemstone Skincare and Services: gemstone-skincare.com

photo booths

- Brandon Cvilikas, CB Wanderbus: cbwanderbus.com
- Kristin McGill, Crested Butte Photo Booth: crestedbuttephotobooth.com

caterers

- Michael Marsee, Hogwood BBQ: hogwoodcb.com
- Tim Egelhoff Chef Services: timegelhoff.com
- Dana Zobs, Crested Butte's Personal Chefs: crestedbuttespersonalchefs.com
- Denise and Kevin Reinert, Burnell's Food Truck: burnellsfarmhouse.com
- Jason Vernon, Speckled Goose Culinary: speckledgooseculinary.com

florists

- Sarah Hausdoerffer, Bramble and Bloom: brambleandbloomfloral.com
- Heather Allyn, FIN + ALLY: finallyco.com
- Keli Massey, Misty Mountain Floral: crestedbutteflorist.com

desserts

- Danielle Riesz Gutter, Wildflour Sweets: wildfloursweets.com
- Meg Antonczyk, The Breadery: breaderycb.com



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