

The Connelly Theater
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Prospectus for Renters

Welcome to The Connelly Theater!

History

In February of 1997, after an extensive renovation and restoration, The Connelly Theater was opened to the public for the first time in almost ten years. An orphanage in the late Nineteenth Century, and a parish school for the first part of the Twentieth, The Connelly Center is now a school for neighborhood girls from economically-disadvantaged families. The Connelly Theater Main Stage, once a gymnasium and assembly area, is now an air-conditioned professional performance space.

This handout is intended to brief you on what renting The Connelly Theater as a performance space entails. If you have any questions, please speak to the Theater Manager.

RENTAL RATE:

The flat rate for rental of The Connelly Theater by a not-for-profit organization is **\$2750/week** (assumes 99-seat Showcase code production; other seating and pricing plans may increase rental fee). This includes full use of the stage and auditorium, lobby, backstage and dressing areas, and bathrooms seven days a week from 9am - midnight. It includes limited use of the parking lot for load-in and strike. It also includes use of our sound and lighting packages. **It does not include electricity, insurance, or waste removal.** All payments must be made by certified check or money order.

LIGHTING PACKAGE:

41 Units

- 6 - Source 4 26-degree (equiv: 6x12)
- 4 - Source 4 36-degree (equiv: 6x9)
- 1 - Source 4 51-degree
- 8 - PAR 64 1000W wfl
- 8 - 6x16
- 4 - 6x12
- 8 - 6x9
- 2 - 6x4.5

48 X 2.4 Kwatt LMI EM-64 dimmers

Expression lighting console with monitor

9 pre-hung 6-channel multicable breakouts - 7 in the grid, 2 in the balcony (HR and

HL)

Assorted jumper cable, including:

- 12 2-fers
- 11 Female Edison → Male stage pin adapters
- 6 Female stage pin → Male Edison adapters
- 3 100' jumpers

Lamp replacement after the first week is the responsibility of the renter.

SOUND PACKAGE:

- 1 CREST 2-channel power amplifier
- 2 JBL Eon speakers (Speakon/Neutrick inputs only) with cable
- 1 MACKIE 1402-VLZ mixing console
- 1 CLEAR-COM base station
- 3 TELEX BP-1000 belt-packs
- 3 TELEX single-ear headsets
- Misc SOUND CABLE - XLR for headsets, speaker cable for Eons

UTILITIES: The cost of electricity will be deducted from your security deposit. Depending on usage and time of year, this cost can fluctuate widely, from \$100 to \$400/week. If you would like further details as to how this cost is calculated, ask the Theater Manager.

INSURANCE: The Cornelia Connelly Center for Education requires all renting companies to maintain general public liability insurance for the duration of your occupancy of the theater, in the amount of at least \$1 million. You will also be required to name The Society of the Holy Child Jesus, The Roman Catholic Church of the Most Holy Redeemer, the Archdiocese of New York and Central Services, Archdiocese of New York as co-insured.

CLEANING AND MAINTENANCE: Because The Connelly Theater provides a temporary home for renting companies, we ask you to treat it with love and respect. Keeping the theater beautiful for audiences and performers for years to come means keeping the stage, risers, auditorium, stairwells, backstage, and dressing room areas swept, mopped, and clean. You will be expected to leave all areas of the theater tidy and free of debris when you leave each night. **You will also be responsible for taking garbage to the street on Sunday, Tuesday and Thursday nights during your occupancy of the theater.**

WASTE REMOVAL: All of your property must be removed from the theater at the end of your lease. If set pieces, props, or costumes remain, we will charge an additional fee for their removal. The Department of Sanitation will not take anything but black garbage bags (nothing sticking out) from our curbside. **Please plan ahead for this cost.**

FIRE GUARD: One member of your company must be a certified New York City Fire Guard, and must fill out the appropriate page in the fire log book nightly prior to public occupancy. All set pieces must be flame-proofed in accordance with the regulations of the City of NY Fire Department. Ask the Theater Manager about how to get certified.

- **ABSOLUTELY NO SMOKING IN THE BUILDING AT ANY TIME**
- **NEVER LEAVE DOORS TO STREET PROPPED OPEN: All open doors to the street must be attended at all times. Penalties apply.**
- **ALL PAYMENTS BY CERTIFIED CHECK OR MONEY ORDER**