



## Studio b Rental Guidelines

Thank you choosing Studio b! We are happy to make our studio spaces available for rehearsals for our currently enrolled dancers. For a seamless experience, please review and understand the following information.

### Studio spaces available for rehearsal:

#### Silver Room

736 N 9<sup>th</sup> St, Lafayette

- 672 sq ft | 42' x 16'
- sprung, marley floor
- capacity: 6
- \$20/30 minutes

#### West Lafayette Annex

441 Sagamore Pkwy, West Lafayette

- 1,260 sq ft | 45' x 28'
- sprung, marley floor
- capacity: 8
- \$25/30 minutes

### How to reserve a studio:

- Complete and submit the Rental Request Form which can be found at [www.StudiobLafayette.com/rentals](http://www.StudiobLafayette.com/rentals).
- Please note that scheduled studio classes and events take precedence over studio rentals.
- These guidelines do not apply for rentals that include group teaching. If you are interested in this, please email us with your request.

### Rates/Payments:

- All rentals must be paid in advance of rental date. Payments can be made online through our studio portal. If you do not have an account with us, please set that up at <https://app.thestudiobdirector.com/studiob/portal.sd?page=Register>.
- Refunds are available for cancellations with a 24-hour notice.

### Covid-19 Procedures for studio rental:

- Please review our Safe Studio procedures for COVID-19 at [www.StudiobLafayette.com/SafeStudio](http://www.StudiobLafayette.com/SafeStudio).
- Face coverings must be worn upon entering the studio. You may only remove the face covering if you are in a studio alone or you are observing social distancing of 6 feet from others.
- Studio capacity limits are fixed, please do not add additional participants to your rental unless approved in advance.
- Before leaving, please use a disinfectant wipe to clean touched surfaces such as the speaker, auxiliary cord, light switches, etc.

### Studio use policies:

- Street shoes must be removed before entering a studio.
- Please no food or drink on the dance floors (other than a water bottle).
- The person requesting the rental will be responsible for any damages to the facility that may occur during the rental.

### Accessing the studio:

- Once your rental request is approved you will receive an email to let you know that you have been assigned a key fob that can be picked up at our Lafayette location prior to your rental.
- The fob will be activated to unlock the door 5 minutes prior to your rental start time. The door will lock automatically when it closes.
- To return the fob, place it in the container next to the sound system; you will leave it there when you exit the building.
- Upon leaving, please turn off all lights and double check that the door is securely locked behind you.
- There will be a \$30 replacement fee for any fob lost or not returned.

Rental policies and rates are subject to change. If you have any questions or concerns, please email us at [Office@StudiobLafayette.com](mailto:Office@StudiobLafayette.com) or call 765-420-8080. For more information, go to [www.StudiobLafayette.com](http://www.StudiobLafayette.com).