

RENTAL SUBSIDY PROGRAM GUIDELINES

Who can apply for a rental subsidy?

Green Thumb Theatre is proud to offer a rental subsidy for facility rentals to non-profit organizations, cooperatives/collectives, and individuals that meet the Green Thumb Theatre's rental subsidy guidelines.

Rental Subsidy Intake Dates

Rental Subsidy requests are reviewed on an as-received basis. Green Thumb endeavours to review and respond to all subsidy requests within seven (7) calendar days.

Please note that the first day of your requested rental date cannot be more than eight (8) weeks from your application's submission date.

A rental subsidy request's dates cannot span more than eight (8) consecutive weeks.

All subsidy requests are subject to approval and availability. If you have been approved for a subsidy in the past, there is no guarantee that Green Thumb will be able to grant future requests.

Rental Subsidy Rates and Guidelines

Rates:

- The grantee must become a member of the Green Thumb Players Society and have no overdue rental fees or member dues payable to Green Thumb. Membership dues are a one-time fee of \$20.00 and do not have an expiry. Memberships are non-transferable.
- All subsidy rentals are subject to a \$4.00/hour rental rate. For comparison, our standard non-member rates are \$25.75 - \$30.75 per hour.

Eligible Activities:

- To be eligible, activities must engage the community through an arts and culture lens. Grantees may not use the space for revenue-generating or non-mission-related activities.
- Grantees may request between twenty-five (25) and one hundred (100) hours per application, but no grantee may access more than a cumulative total of 100 hours between July 1st and June 30th of each year. Grantees are limited to a maximum of five hundred (500) hours cumulatively under this program. Beyond 500 hours, Grantees will pay the applicable Member Rate(s).
 - Grantees may not receive all hours requested in their application
 - Grantees will not be able to apply hours to bookings made before the award notification
 - Hours awarded are non-transferable
 - While Green Thumb Theatre will try to accommodate all requests, studios are subject to availability

Reserved Dates:

- Grantees are eligible to receive subsidized space seven days a week, between the hours of 7:00 AM and 10:00 PM at 5560 McKinnon Street, in Studio A and/or B. Grantees must sign and adhere to the Green Thumb Rental Agreement and all conditions therein. A \$150 damage/key deposit will be collected in advance. Payment of this deposit can be in the form of a cheque, cash or PayPal. The deposit is held and will only be retained by Green Thumb Theatre if there is damage by the Applicant to the building and/or its facilities or a lost key, per the terms of the Rental Agreement.
- Grantees wishing to cancel a reserved date must do so at least ten (10) business days in advance, or those hours will be forfeited. All hours unused by the end of the grant period will also be forfeited.
- A Grantee's rental (either in part or in full) may be bumped in favour of a regular-rate renter. If there is a conflict between the Grantee's date(s) and a regular-rate renter's inquiry, Green Thumb Theatre will notify the Grantee in writing at least five (5) business days in advance of the date(s) in question. The Grantee will have the first opportunity to retain the date(s) in question, but at the regular-rate rental fee for the date(s), plus tax. Should the Grantee fail to respond within two (2) business days of receiving their written notice, Green Thumb Theatre reserves the right to cancel the Grantee's booking on the date(s) in favour of the regular rate-paying renter.

Insurance:

- The Grantee is required to obtain general liability and property damage insurance for the duration of the rental in respect of the Rental Space and the building in which the Rental Space is situated, with a combined limit of no less than \$2,000,000 per occurrence and will name the Green Thumb Players Society and Green Thumb Theatre as additional insured. The Grantee must provide Green Thumb Theatre with a copy of the insurance certificate before the rental start date.

Noise and Capacity:

- Due to the layout of the facilities, certain noise and capacity restrictions might apply. Green Thumb Theatre reserves the right to restrict space use, especially for rehearsals and programs that involve dance, excessive noise, occupancy, or the use of musical instruments. Grantees must confirm with facilities staff prior to booking that the desired studio can support work that involves musical instruments, loud noise, music, amplified voices or sound equipment.

Other:

- There is no storage available in the Studio building. Grantees must be prepared to load in and load out their belongings before and after each rental period.

The Rental Subsidy Guidelines are subject to change without notice. For questions regarding the rental subsidy application and process, please email rentals@greenthumb.bc.ca