

DanceSport VA has 3 unique rooms available for rental. Please, check our website, www.dancesportva.com to see actual photos and videos of each room and how they look when decorated for various occasions.

2022 FEE SCHEDULE – Effective 1 January 2022

	Rental Fee	Cleaning Fee (See note 1)	Security Deposit (Refundable)	Notes
Main (maximum 150 people)	\$170 /hour	\$250	\$300	Max 5 hours See note 2
Junior Ballroom (maximum 50 people)	\$85 /hour	\$100	\$300	Max 5 hours See note 2
Dance Club (maximum 75 people)	\$130 /hour	\$150	\$300	Max 5 hours See note 2
Entire Facility	\$375 /hour	\$400	\$400	Max 5 hours See note 2
Set-up Fee: Set-up is immediately prior to event. If setting up early, then returning to studio at later time, fees will apply for the time we cannot utilize the room.	\$50 /hour		N/A	Max 3 hours
Dance Lessons	\$75 /hour			
AFTER MIDNIGHT	Additional \$125 /hour			
HOLIDAY Rates: May 27 – 31 July 1 – 5th September 3 – 5, 2021 October 29- 31, 2021 November 23 – December 15th	Additional \$50 /hour		\$400	ALL FEES DUE 45 days prior to event
December 16, 2021 through – January 3, 2023	Additional \$100 /hour		\$500	ALL FEES DUE 45 days prior to event

1. Cleaning fee is non-negotiable. The cleaning crew will begin clean-up 15 minutes after scheduled completion time of the event.
2. This is the event time from start to finish of the actual event. It does not include set up time.

Rental Fees: All rental fees must be paid 30 days prior to your event (45 days for Holiday rentals). A copy of your **liability insurance policy** and **ABC license** (if applicable) is also due at that time.

Security Deposit: A \$300 (\$400 or \$500 for holiday rates) **security deposit is required to hold your date.** The security deposit will be refunded via business check after the event if there is no damage to our facilities and equipment and you did not violate the terms of the contract.

Cancellations: If cancellation is due to governmental restrictions, all rental fees and security deposit will be refunded. If you cancel your event:

Cancellation Fees

Time – prior to event	Cancellation Fee
30 days	\$300
22 – 29 days	50% of rental fee or \$300, whichever is larger amount
15-21 days	75% of rental fee or \$300, whichever is larger amount
1-14 days	100% of rental fee or \$300, whichever is larger amount

Alcohol: If serving alcohol, you must obtain a **VA ABC banquet license** for the date of your event. A copy of your VA ABC license must be posted in our facility during your event. This contractual agreement expressly prohibits the sale of alcohol within our facility, and the sale or consumption of alcohol in the parking area or the adjacent lawn area. Violations of this term may result in the event being immediately shut down and forfeiture of all fees.

Decorations: The only decorations allowed are tablecloths, chair covers and centerpieces. **No decorations on walls, DJ booth, shelves, mirrors, or ceiling.** Please review your decoration plan with staff prior to signing the contract. If balloons are used, they must be tied down. Helium filled balloons are allowed as part of a display only and must be securely fastened.

Prohibited Decorations: Glitter, confetti, un-popped popcorn, uncooked rice, silly string (these clog our cleaning machines). No, adhesive backed decals or signs. **NO FIREWORKS.** These will result in forfeiture of deposit and possible payment for repair of equipment.

Dancesport VA Furniture and Equipment that may be available for use:

Equipment	Available
Chairs (Cushioned)	150
Bar stools (Cushioned) (cannot be removed from Dance Club)	36
4-foot Rectangular tables (Main Ballroom & Junior Ballroom)	20
4-foot Round Tables (cannot be removed from Main Ballroom)	3
6-foot Rectangular tables (white plastic folding)	6
8-foot Rectangular table (white plastic folding)	1
4-foot Round table (white plastic folding)	4
18” Round Adjustable height table (Junior Ballroom & Dance Club)	8
2-foot Round bar height table (cannot be removed from Dance Club)	9
Red Lounge Seats (cannot be removed from Dance Club)	9
Sound system @ DJ Booth w/ wireless microphone	Yes
Lighting system	Yes
Refrigerator (for storage of cold food / ice) & small microwave oven	Yes

Please, call us (757-473-3267) to schedule a tour of our facility. Our rental availability fills up quickly, so once you determine your event date and coordinate with us to ensure date is still available for rental, it is recommended to place the security deposit down as soon as possible.

We are more than happy to answer any questions you may have either by phone (757-473-3267 or 757-704-5858) or email: maria@dancesportva.com