

To complete a studio rental request, please complete the online form on the “Studio Rentals” page of our website. After submission, a studio representative will contact you to coordinate and confirm your booking. ***Please note that studio rentals are not confirmed until you receive notice from a studio representative.***

Studio Rental Policies:

1. All rental clients are required to present a valid credit card at time of booking to hold the reservation (card will not be automatically charged the rental fee – client can choose payment method). For long-term rentals or to hold space for multiple bookings, a deposit is required at the time of booking. Payment for rentals can be made via cash or major credit/debit card.
2. Should you need to cancel your rental reservation, please notify a studio representative 24 hours in advance. Failure to notify a studio representative 24 hours in advance will result in a charge equal to 25% of the rental rate to the card on file.
3. Rental payment is due in full prior to the start of the rental period.
4. Rental clients are responsible for any damage to the studio during their rental period. Should damage occur, a damage fee in the amount of \$50 or to equal the cost of the repair will be charged to the card on file.
5. Rental clients are expected to leave all studios, common areas and restrooms in the condition in which they found them at the start of their rental. Please remove all garbage and personal items from the studio before you leave.
6. Rental clients are expected to be courteous of all students, instructors, clients and other guests at the studio. Appropriate language and music must be used at all times.
7. Smoking is strictly prohibited on studio property or within 20 feet of the Millennium building.
8. Food, drinks (except bottled water), and chewing gum are not allowed inside the studios.
9. All guests must wear clean, dry shoes inside the studios. Street shoes are not permitted.
10. If you will be using tap shoes during your rental, you must use Studio B or tape your taps with appropriate tape to prevent damage to the studio floors.
11. Video recording, except for personal use, is not permitted.
12. Any use of live music must be approved by a studio representative prior to the rental.
13. Prolonged use of the first and second floor lobbies (unless otherwise reserved) is not allowed during rentals. All rental activities must be contained to only the studio reserved.

By renting space at Millennium Dance Complex Pittsburgh, the client understands that use of the space by any one associated with the rental is voluntary upon entering any space owned and operated by Millennium Dance Complex Pittsburgh/RAE Productions. Client agrees to release and hold harmless Wallor Enterprises, LLC dba Millennium Dance Complex Pittsburgh and RAE Productions, its officers, instructors, employees, independent contractors, and dancers from any and all personal injury or personal property damage that may result from use of the property.

By signing below, you, as the client, acknowledge and agree to all the policies mentioned above. You also authorize the use of the credit card on file for any cancellation or damage fees applied to your account.

Client Name (please print): _____

Client Signature: _____ Date: _____