

THE 4th STREET THEATRE

RENTAL RATES

Non-performance

The 4th Street Theatre is located on the east side of the historic Capitol Theatre. The 450-seat flexible space provides an intimate setting for your event in a sophisticated yet relaxed atmosphere.

RENTAL RATES	Capacity	Classroom Style Capacity	Formal Dining Capacity	Rental**	Damage Deposit
	The 4 th Street Theatre	450	450	270	\$2500

4th Street Theatre Basic Rental – Rate is for 4 hours. Additional hours are charged at \$250 per hour.

Basic Rental Package includes:

Equipment

- 10 – 6' Tables (brushed aluminum)
- 60—36" Round Tables (brushed aluminum)
- 4 – 60" Round Tables
- 400 padded chairs with arms
- Lectern
- Warming oven, Refrigerator, Ice machine

Services

- CAD generated drawing of your event set-up
- Room set-up & tear-down
- Time for deliveries & decorating (scheduled)
- Janitorial
- On site staff
- Liability insurance

Presentation, Lighting, Stage, a Rehearsal Packages are also available for an additional charges.

Banquet Permits

If there is any alcohol served at the event, it is the user's responsibility to obtain this permit. Permits must be purchased by the user and may be obtained online at <https://www.liq.wa.gov/licensing/online-banquet-permit> for \$10. Permits authorize you to provide, but NOT sell, alcoholic beverages.

Special Occasion Permits (available to non-profits only)

If alcohol is being sold at the event, it is the user's responsibility to obtain this permit. Permits must be purchased by the user and the process may be started by printing the form from the following link: <http://www.liq.wa.gov/licensing/special-occasion-licenses>. The cost is \$60. Permits authorize you to sell, but NOT give away, alcoholic beverages.

For more details and information, contact Gay Parker at gay@capitoltheatre.org or (509) 853-8000.

*** Prices subject to change. Additional charges may apply.*