

MANSION  
**STRATHMORE**

*Private Events*

**STUDENT RECITALS IN THE MANSION AT STRATHMORE**

This rate card is effective November 2024 and is subject to change.

*We welcome young musicians and their instructors to the Mansion at Strathmore!*

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Student Recital Extended Package	\$750
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Your 3 1/2-Hour Rental Package includes:

- 3 ½ hours of rental time in the Music Room
- Up to 2 groups of student performers **with 30 minutes between** to clear the room to allow for the next group to enter
- Setup/strike of up to 50 chairs
- Use of the Steinway piano
- Up to 5 music stands and 2 piano benches
- Use of the Sun Porch for 1) green room, 2) student warm-ups or 3) equipment storage.
- Mansion Event Manager

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Security Deposit	\$ 250
Additional rental time	\$ 150 per hour
Piano tuning upon request (up to 10 days' notice required)	\$ 250

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**RENTAL HOURS AVAILABLE**

4:00 pm – 10:00 PM Thu, Fri, Sat  
9:00 am – 9:00 PM Sun

**RENTAL CONFIRMATION SCHEDULE**

Holds for recitals will be accepted 4 months from the first requested date. Recitals will not be confirmed until 90 days from the requested event date, so that we can maximize the support of Strathmore's artistic programming with full Mansion rental revenue. Since we cannot confirm your event earlier than 90 days in advance, you may hold two dates as options for your event before a contract can be issued.

**PARKING**

Parking for events in the Mansion at Strathmore is free in the Mansion lot on a space available basis located at 10701 Rockville Pike. Additional parking is available in the Strathmore-Grosvenor Metro garage and is \$5.20 on weekdays or free on Saturdays and Sundays.

**MANSION EVENT MANAGER**

A Mansion Coordinator will be on-site during the contracted time of the event. The Mansion Coordinator represents Strathmore and ensures that guests, vendors, and clients follow all rules and regulations on-site.

They are on duty to assist with house concerns, monitor restrooms, answer client questions, and ensure that the renter and all auxiliary services vacate the property by the end of the contracted time. The Mansion Coordinator has the authority to interpret and enforce Strathmore Mansion rules and make any other decisions in the best interests of the facilities and grounds. The Mansion Coordinators decisions are final; failure to comply with those decisions may result in additional charges.

## STUDENT RECITAL GUIDELINES

- **IMPORTANT: Renter access to the space begins at the start time and the Music Room doors need to be open at that time. Performances should begin 30 minutes after the contractual start time.** During this 30-minute period, the Music Room doors must be open so that guests do not congregate in the foyer, document checks can be conducted efficiently, restroom visits are made, and guests can be seated comfortably for the performance.
- Renter has access only to the spaces they reserve and non-exclusive use of the 1<sup>st</sup> floor bathrooms and foyer area for arrival and departure (not congregating).
- **No outside food, beverage or alcohol may be brought into the premises.** Gift bags or favors may be handed out to students only as they depart the building.
- The current Music Room capacity is 100 seated theater style. The Renter is responsible for ensuring that no more than 100 people, including teachers, students and guests, are present.
- Strathmore will setup/strike your event according to the attached layout. Minor adjustments to this layout can be made by the client.
- Please note that there may be an event immediately before and/or after yours in the same room; rehearsals are not permitted for recitals. Renters may use their contracted additional space (Sun Porch) for warmups, if needed.
- **No ticketing or exchange of money is permitted for this event.** The audience must be invitation-only; no public advertising is permitted. All invitation material and documents with Strathmore's name or image must be shared with the Strathmore Rentals Office for approval prior to sending to guests.
- **Recitals that begin before or run over their contracted time will forfeit their security deposit.**
- Renter has the use of the grand piano located within the Music Room. Renter acknowledges that there will be no special tuning of the instrument prior to this event. If a tuning is desired, it is subject to availability and must be requested and scheduled with the Private Events Manager no later than 10 business days prior to the event, at the cost of \$250.

## SCHEDULE OF PAYMENTS

Full rental fee is due upon signing License Agreement. Payments by credit card are subject to a 4% processing fee.

## CHANGES OR CANCELLATIONS

Once the License Agreement is fully executed, any changes to date or time of your event will incur a \$100 fee. If your recital is cancelled more than 30 days prior to your event, the rental fee may be applied to a future event through June 30, 2025. If cancelled within 30 days of the event date, the rental fee will be forfeited.

*Strathmore Hall Foundation is not responsible for the loss of or damage to any equipment or personal items of the renter or other vendors whether the loss or damage occurs before, during, or after the event. Guests should always take precautions to make sure valuables are secure.*