

ROBIN WILLIAMS CENTER

FOR ENTERTAINMENT AND MEDIA

RENTAL RATES

SCREENING AND Q&A ONLY

\$2,500 - 3 HOURS

DOES NOT INCLUDE RECORDING OR LIVE STREAMING
ADDITIONAL HOURS - \$500/HOUR

MULTI-FUNCTION USE

\$3,000 - 3 HOURS

ANY COMBINATION OF MEETING, SCREENING, RECORDING, AND/OR LIVE STREAMING
ADDITIONAL HOURS - \$900/HOUR

THEATER SPECS AND INFORMATION

SEATS 150

SCREEN SIZE: 28' X 12' WITH ADJUSTABLE MASKING FOR ALL VIEWING RATIOS

FORMATS: NEC 4K HD DCP PROJECTION

SOUND: CHRISTIE DIGITAL SURROUND SOUND

MULTI-FUNCTION USE:

TRICASTER 460 — UP TO 4 CAMERA SWITCHING FOR RECORDING/BROADCAST

2 PANASONIC 3-CHIP BROADCAST QUALITY MOUNTED PTZ CAMERAS WITH REMOTE CONTROL

FULLY ENABLED ETC THEATRICAL LIGHTING CONTROL PANEL

ZOOM CLOUD CONFERENCE ENABLED FOR MULTI-POINT, TELE-VIDEO-WEB-CONFERENCE

CONFIDENCE MONITOR, AND PROJECTION FROM STAGE FOR LAPTOP PRESENTATIONS

PODIUM AND DIRECTORS CHAIRS FOR UP TO 12 PANELISTS

HOW DO I RESERVE THE PREMISES FOR MY EVENT?

CONTACT: JOE SAITO, THEATER MANAGER, **WITH VALID CREDIT CARD INFORMATION** FOR DATE
AND TIME AVAILABILITY.

ROBINWILLIAMSCENTER@SAGAFTRA.FOUNDATION

PLACING A HOLD ON DATE AND TIME

1. YOU CAN HOLD A DATE FOR 48 HOURS.
2. YOU CAN CONFIRM YOUR EVENT DATE BY PAYING THE ENTIRE RENTAL FEE; IF NOT, THE DATE WILL BE RELEASED AFTER 48 HOURS.

WHAT IF I NEED TO CANCEL?

MORE THAN 30 DAYS BEFORE YOUR EVENT: \$50

10 TO 30 DAYS BEFORE YOUR EVENT: 50% OF RENTAL FEE WILL BE CHARGED

9 DAYS OR LESS: ENTIRE RENTAL FEE WILL BE CHARGED

*CANCELLATIONS MUST BE RECEIVED IN WRITING VIA EMAIL AT:
ROBINWILLIAMSCENTER@SAGAFTRA.FOUNDATION

WHAT SERVICES ARE INCLUDED WHEN I RENT THE CENTER?

1. A SAG-AFTRA FOUNDATION FACILITIES TECHNICIAN WILL BE ON-SITE FOR ALL RENTAL EVENTS.
2. A 30-MINUTE WALK-THROUGH IN ADVANCE TO SEE THE SPACE AND TEST YOUR PRESENTATION MATERIALS. WE STRONGLY RECOMMEND SCHEDULING THIS **AT LEAST A WEEK PRIOR TO YOUR EVENT** IN CASE THERE ARE ANY TECHNICAL ISSUES.

WHAT SERVICES AND EQUIPMENT MUST I SUPPLY MYSELF?

1. **INSURANCE (*REQUIRED - PLEASE SEE RENTAL CONTRACT FOR INSURANCE REQUIREMENTS).**
2. PARKING
3. SUPPLIES AND DISPOSABLES
4. COPYING AND PRINTING
5. EVENT PLANNING
6. FRONT OF HOUSE & SOME TECHNICAL OPERATIONS BEYOND SCOPE OF BASIC USE & PRESENTATION