



2590 Truxtun Road, Studio 205, San Diego, CA 92106  
SanDiegoDanceTheater.org / [whitebox@sandiegodancetheater.org](mailto:whitebox@sandiegodancetheater.org)

**White Box Space – General Information:** San Diego Dance Theater's White Box Space at the NTC Promenade is the newest installment in the ever evolving NTC Arts & Culture District at the former Naval Training Center in Point Loma. Bright and airy, this space is a transformable and fresh environment for artists to produce their work. The White Box is well suited for individuals and small to large group rehearsals, as well as for artists seeking an alternative and intimate performance space. It is available for classes, workshops, performances and private events. The White Box space is 44'x56' nearly 2500 square feet of space! This space seats up to 100 chairs on risers with an additional 25 floor seats available.

White Box prioritizes activities that support and advance our outlined goals and mission under the direction of San Diego Dance theater.

**Mission:** To engineer an accessible environment that curates, produces, and educates artists.

*Curates:* Facilitating through invitation, grants, and sponsors of live art exhibitions and performances from artists residually, nationally, and internationally.

*Produce:* Provide a rehearsal and performance space for local and non-local artists, via a variety of rental packages affordable to companies and emerging choreographers.

*Educate:* Use the space to provide access to interactive workshops, master classes, and seminars for performing artists.

**Rental Rates and Definitions:** As a renter, you may reserve space up to 1 year in advance. To become a renter you will need to email [whitebox@sandiegodancetheater.org](mailto:whitebox@sandiegodancetheater.org). The White Box is available for independent artists, workshops, master classes, weekly repeating classes, and performances. Rentals are fulfilled on a first come, first serve basis and must meet our mission and program goals.

**Creative practice rental rates for individual artists:** Consecutive hours rented in 1 hour blocks from 1 hour to 7 consecutive hours maximum. Please contact [whitebox@sandiegodancetheater.org](mailto:whitebox@sandiegodancetheater.org) for rental pricing.

**Workshop/class rental rates:** For those interested in teaching a workshop or master class at The White Box, please email [whitebox@sandiegodancetheater.org](mailto:whitebox@sandiegodancetheater.org) with a description and proposal of your workshop. Studio directors have sole discretion for ongoing studio classes and faculty/teachers. All classes offered must meet our mission and program goals.

***Important:*** In order to reserve performance or event dates, White Box Live Arts requires renters to pay an event deposit of \$150 or 30% of the total rental cost as well as sign a separate event contract.

- Renters are responsible for all staffing of their events, for set up and strike of studio back to its original condition. All props will need to be struck by the end of the events' final day in the studio.
- The White Box Space has a legal capacity of 135.
- A list of White Box Space approved lighting and technical directors will be provided for **all** performances and events. These directors have been trained on the proper usage of the White Box Space's equipment and must be present for all performances. Coordinating with these technical directors is the responsibility of the renter.
- Hours for White Box Live Arts are 8 am- 11pm daily, all events and event holders must vacate the premises by 11pm. If further time is needed to strike your production, accommodations can be made, however we must be notified in advance in order to schedule post event cleanup time.

**Cancellation policy:**

In the event that you need to cancel your show, we will need advance written notice. Please try to communicate with us as early as possible to avoid unnecessary fees. Any events that are cancelled less than 30 days in advance will lose their deposit in full.



## **White box at the NTC promenade cleanup checklist**

\_ all areas of the white box including chairs and risers must be cleared of all items, decorations, and any debris left behind by the performers or audience members.

\_ all equipment, props, costumes and other performance specific items must be struck and removed from the premises.

\_if any food or beverages are consumed, all dishes, glasses, and other food must be removed and all trash must be properly disposed of in the hallway trash cans. No food of any kind can be left overnight.

\_no red wine or dark liquids allowed in the theater.

\_floors must be swept and left in the condition they were found in.



## **Renter responsibilities list for use of the White Box Performance Space**

*Please initial each line*

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The artist, organization, or group renting the White Box is responsible for all clean up of the premises.

The primary responsible party for your event is responsible for informing all assistants, participants, and performers of the rules of the White Box.

No tobacco products, open flames, or incense are allowed. No exceptions.

The white box assumes no liability for injury or accidents that occur during your event, whether inside or outside the building. Any incidents or accidents must be reported to the white box coordinator immediately.

Please do your best to discourage the audience members from wearing street shoes/walking on the sprung flooring, please help us to take the best care of the flooring that we can.

The White Box is not responsible for any damaged or stolen items.

Per the NTC's official food and drink policy, all groups that are going to be serving alcoholic beverages as part of their event must obtain the appropriate permit for their event. More information on these permits can be found at [ABC.ca.gov](http://ABC.ca.gov)



## Renters information form

**Name:** \_\_\_\_\_  
First Last

**Address:** \_\_\_\_\_  
Street Apt. #  
\_\_\_\_\_  
City ST Zip

**Phone:** \_\_\_\_\_  
Primary Secondary

**Email:** \_\_\_\_\_

Type of rental (Class, rehearsal, performance, etc.)	Date	Time	Fee/date paid

**Rental details:**