

whether you require a classical and/or contemporary pianist on the request form. Should your audition end prior to the scheduled time, pianists shall be paid according to time reflected in Rental Agreement. Likewise, should the audition run over the scheduled time, the pianist shall be paid according to the \$65/hour rate, at half hour increments.

Event Materials

Please do not mail event materials to SF Ballet in advance unless you have pre-arranged it with the Facilities Department. SF Ballet will not be responsible for replacing any pre-sent items if they are lost.

Visitors (Parents, Media, Press)

SF Ballet will permit one guardian to accompany an underage audition attendee to assist with paperwork registration only; they must wait in the designated areas. SF Ballet does not allow the media into our building without advanced written permission. All persons entering the SF Ballet facility must provide proof of vaccination.

Health and Safety Practices (Relating to COVID-19 Restrictions)

SF Ballet follows all local, state, and federal guidelines to protect the health and safety of its staff, company, students, and visitors. Rental guests will be subject to any guidelines in place at time of event, including but not limited to vaccination verification, wearing face coverings, logging attendees for contact tracing, keeping proper distance and separation, and/or restricting capacity to events. SF Ballet will make all efforts to inform of current policies and procedures.

For the 2021/22 season, SF Ballet is requiring the rental of a minimum of two studios, one (or more) to be used for registration and waiting, and one (or more) to be used for audition. Attendees will be asked to wait outside until check-in begins in the designated studio, and all attendees must be pre-registered. We are requiring proof of full vaccination as outlined by the CDC, to be verified by a SF Ballet representative. We will also be limiting attendance to the maximum the studio space allows at one time. Multiple sessions may be scheduled within the rental time frame; however, we ask that session times for attendees be staggered to allow time for vaccination check at the front doors.

COVID-19 Language on Audition Registration Materials

Please provide the following information accessible to audition registrants in advance of the audition date:

“San Francisco Ballet is currently only permitting fully vaccinated individuals (as outlined by the CDC) to participate in external auditions and events. All persons entering the building will be asked to provide proof of full vaccination, and wear a well-fitted face covering over the nose and mouth at all times while in the facility. Attendees may be asked to wait outside until the beginning of the registration period. Younger audition attendees may be limited to one guardian into the facility to assist with registration processes.”

Smoking & Consumables

SF Ballet does not permit smoking in the facility. Bottled water is permitted in the studios; food or other beverages are not permitted. Please do not wear street shoes or tap shoes in the studios.

San Francisco Ballet Rental Requirements

- Submit Rental Request Form.
- Review, sign and return the Rental Agreement and Hold Harmless form.
- Provide proof of required insurance.
- Provide IRS Determination Letter/501(c)3 letter if your company is requesting the non-profit rate.
- All documents must be received a minimum of two weeks prior to the reservation.
- Payment is due two weeks prior to the event; checks payable to *San Francisco Ballet Association*.
- Submit Rental Request Form.
- Please pay your audition pianist(s) directly at the conclusion of the audition.

Your adherence to these guidelines is greatly appreciated.