THE WHOLE SHEBANG 1813 S 11th Street Rear, Philadelphia, PA 19148.

Event Use Rental Policies and Procedures

The Whole Shebang is a new home dedicated to supporting creative and experimental arts in South Philly: a creative hub. In addition to our class sessions and workshops, the space is also available to rent for rehearsals, commercial uses, and for private events. Below are the space rules and information for all private events.

Access

- The space is accessed via the building’s rear entrance (see map on website) in the SS. Neumann & Goretti High School parking lot (open 24 hr) between 11th and 10th on Moore St through a code system. Once Shebang receives your signed agreement and payment you will be granted an access code.
- You may be in the studio only during your agreed upon allotted and paid for time.
- You may wait in the hallway and use the bathrooms before and after your rental.

Cleanliness/Space Etiquette

- After you are done using the space, please quickly sweep the floors with the designated dust mop and/or broom. All events involving shoes and/or food will require an additional $30 cleaning fee.
- If there are any spills or other accidental messes please clean up immediately.
- There are 18 folding chairs and 2 folding tables available for use, and we will have them accessible in the space at the start of your rental. Please contact art.at.shebang@gmail.com to arrange what you need.
- Make sure you grab all personal belongings when you leave. If you notice anything left in the space please leave it in the coat rack area.
- No smoking or open flame in the dance studio space or in the hallway, stairwell, or bathroom.
- Please throwaway recycling and trash in appropriate receptacles.
- There is no storage in the space unless agreed upon otherwise.
- Please do not block passageways with bodies or equipment/props.

Reservations + Cancellation Policy

- The Whole Shebang studio is $30/hr for all event rentals and may require an additional $30 cleaning fee, depending on the nature of your event. To meet our goal of supporting an active, local community, we aim to keep our rental rates accessible and also sustainable for us as an artist-run, small business. Please be in touch if you need space and this rate is prohibitive for you. Our primary mission is to support creative community, and we are open to adjustment, depending on the circumstances.
- All payment for reservations will be requested in advance. Once your reservation is confirmed, a staff person will be in touch with how to pay.
- You may reserve up to 6 months in advance or have a continuing reservation for up to 1 class session period (approximately 4 months.)
- Please make reservations through the form on the website or by emailing art.at.shebang@gmail.com and include date, start and end time, and purpose.
- If we do not receive payment or if there is an outstanding balance you will not be granted access to the studio.
- Cancellations made 7 days or more before the reservation are completely refundable. A cancellation within the week of the reservation is 50% refundable. A cancellation made the day of the reservation is non-refundable.
- In the case of emergencies as stated by the City of Philadelphia such as storms, you will be refunded if you don’t use the space.
- You are the representative for yourself and your group. All reservation requests must come directly through you.
- Shebang reserves the right to change the schedule of the space or clear the schedule for any special workshops or events. If this happens you will be notified immediately.

Other Info

- Street parking is available on 10th and 11th streets as well as in the school parking lot after 3pm.
- Wifi Network Name: TheWholeShebang Password: shakeatailfeather
- Shebang staff may be contacted in case of emergency via phone # at 267-422-2719
- The Whole Shebang is a creative community. As such, announcements about special events, workshops, and performances by teachers, affiliated artists, and/or Shebang staff are welcomed and encouraged. We want to invite renters to engage with the space and the supported artists in all the different ways possible. We want to support you in what you do and in the creative research and play you do in the studio and beyond. Please promote yourself and your events! Say it loud and proud!
Any questions? Contact art.at.shebang@gmail.com

**Please make all checks payable to Moving Parts Dance LLC**

I understand and agree to the terms listed above.

Print Name: 
Phone Number: 
Email Address: 
Address: 
Signature: ___________________________ Date: _______________