

Bellows Falls Opera House

Rates & Policies

Facilities Description

The Bellows Falls Opera House is located on the first floor of Rockingham Town Hall in the center of downtown Bellows Falls, Vermont. The building is a Bellows Falls landmark and serves as the cultural and civic heart of the community. There is a secondary stage, The Lower Theater, in the basement. Both the Lower Theater and the Bellows Falls Opera House are available for rental to responsible individuals and entities for live musical and theatrical performances, films, lectures, meetings, and conferences. All uses shall be conducted with respect for the property and for the investments in the facility made by the people of Rockingham. Municipal offices for the Town of Rockingham and Village of Bellows Falls are housed on the second and third floors.

Bellows Falls Opera House (BFOH)

The theater is the largest public meeting space in the downtown. It is used for Town Meeting, the first Monday in March, and Village Meeting, the first Monday in May, and for other public meetings and events. The BFOH shows current movies Friday through Tuesday, with a classic film series on second and fourth Wednesdays of the month.

The theater underwent a major renovation from 2004-2006. The renovation included the installation of state-of-the-art movie, sound, rigging and theatrical lighting equipment and systems. The stage contains a full-height fly-space with rigging grid and catwalk/pin-rail assemblies. The stage curtain opens and closes by electric motor. The movie screen is raised and lowered by electric motor, and three sets of movie speakers are on dollies to facilitate their removal and replacement.

The theater contains a total of 553 fixed seats (372 on the main floor and 181 in the balcony). Maximum number of permitted occupants is 425 on the main floor and 185 in the balcony for a total maximum occupancy of 610, performers and staff included. Beneath the stage is a green room with several changing rooms, a handicap accessible bathroom, full makeup area, and a lift providing access to the stage and the main seating level.

The main floor of the theater is reached via the front door of Town Hall, which opens onto a vestibule and theater lobby, with concession stand. The theater is also accessible by means of an elevator located on the south side of the building in the alley shared with People's United Bank. For the audience, a handicapped seating platform is located at the back of the main seating area (House Right) to accommodate up to four wheelchairs. In addition, the main floor contains removable chairs in the first row at House Left and House Right for additional handicap accessibility. A lift is located Stage Left that provides accessibility from the main floor level to the stage as well as to the green room in the basement.

Lower Theater

The Lower Theater has a maximum capacity of 175, including performers and staff.

The Lower Theater includes a 29' x 66' meeting room, a 200-square foot foyer, a 250-square foot kitchen (no cooking may occur in the kitchen although prepared foods may be reheated), and a stage measuring 23'7" wide and 10' deep. The Lower Theater is reached by stairs leading from a doorway located on the south side of Town Hall in the alley shared with People's United Bank. It is also accessible from a lift located in the same alley just beyond the door to the stairs. There is an accessible bathroom on the same elevation as the Lower Theater, and both a men's room and ladies' room a half flight up. There are customarily about 100 chairs in the room and several large tables.

This room is used for municipal board meetings most Tuesday evenings and is used on occasion for other public meetings. To reserve the space, please contact the Theater Manager, who will check availability.

Theater Lease Rates:

All Bellows Falls Opera House (BFOH) and Lower Theater leasing must be scheduled through the Theater Manager's office. Lease agreements will not be considered binding until deposit, credit card imprint and liability insurance binder have been received and confirmed by Town.

	Rehearsal Day	Rehearsal Night	Event Day	Event Night	Lower Thtr w/BFOH	Lower Thtr w/o BFOH
Monday	\$150	\$300	\$300	\$525	\$75	\$100
Tuesday	\$150	\$300	\$300	\$525	gen. unavail.	gen. unavail.
Wednesday	\$150	gen. unavail.	\$300	\$300	\$75	\$100
Thursday	\$150	\$150	\$300	\$300	\$75	\$100
Friday	\$150	gen. unavail.	\$300	\$525	\$75	\$100
Saturday	gen. unavail.	gen. unavail.	\$525	\$525	\$75	\$100
Sunday	\$150	gen. unavail.	\$300	\$525	\$75	\$100
Rehearsal Day and Event Day events: lessee may occupy space until 4:30pm.						
Night events: lessee may take occupancy starting at 2:00pm.						

Additional Fees and Expenses:

- **Deposit:** A deposit will be collected by BFOH in the amount of 50% of the daily rate for the particular performance or rehearsal being booked. This fee to be collected with the signed lease agreement and liability insurance binder to complete the contract and hold the space.
- **Insurance:** Lessee must provide \$1,000,000.00 certificate of public liability and property damage insurance, naming Town of Rockingham as additional insured. Coverage must include theft and property damage. Certificate must be received no later than seven days prior to Lessee's occupancy of the BFOH.

-Town Representative: During the entire period of the Lease, unless otherwise *specifically* agreed to in writing, a Town Representative must be on site to provide oversight of activity and limited technical assistance. The Lessee will be billed for the Town Representative at a rate of \$20.00 per hour.

- Ticket Surcharge: At events where admission is charged, lessee will pay an additional \$1.00 per ticket over 200 tickets sold.

- Lower Theater Kitchen Use: \$25.00 charge if Lower Theater kitchen is used (fire regulations dictate oven is for warming and serving only - no cooking). Utensils and dishes available, but lessee must supply own towels.

- Cleaning/Damage: The lessee will leave the entire space rented (auditorium, stage, dressing rooms, lobby, kitchen etc.) in broom-clean condition. Otherwise, lessee will be assessed a cleaning fee of \$20/hour to return the space to its original state. Rubbish, trash and debris shall be picked up and disposed of properly in the dumpster in the South alley after each use of the building. Any damage done to Facility by Lessee and/or its operators during the term of Lease shall be reimbursed to Town.

- Sound: A house PA System is available for an additional \$50 for use in either the Main Auditorium or Lower Theater. System consists of Mackie mix board, two powered JVC speakers with stands and a small selection of mics and stands. Alternately, lessee may supply own sound. In either case, a qualified operator must be provided by lessee.

- Technical Director: Lessee is responsible for providing own Technical Director (TD), running own sound, alterations to light rigging, etc. If Lessee does not have a TD, the following persons are familiar with the set-up and operation of the Bellows Falls Opera House and Lower Theater, and are pre-approved by the BFOH:

<i>Thomasena Coates</i>	<i>Bellows Falls, VT</i>	<i>802-463-9769</i>	<u>tecoates@mholyoke.edu</u>
<i>Chris Lincoln</i>	<i>Brattleboro, VT</i>	<i>541-915-6764</i>	<u>griplighting@icloud.com</u>
<i>Tim Mikovitz</i>	<i>Thetford, VT</i>	<i>802-279-5534</i>	<u>tmikovitz@gmail.com</u>
<i>Dan Richardson</i>	<i>Brattleboro, VT</i>	<i>413-588-1656</i>	<u>dlr@nottooloud.com</u>

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