

## Free Rehearsal Space for Registered Dance Umbrella of Ontario Clients and CADA-ON members

### Conditions for the use of the studios at Canada's National Ballet School

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- Eligibility is valid for CADA-ON members for the duration of their membership year and for DUO client's for the duration of the fiscal year of their contract.
- Space is limited to the hours of 8 PM to 10 PM, Monday – Friday. For rentals outside of those hours please refer to the NBS rental website at <http://www.nbs-enb.ca/facilities/rates/booking.aspx>.
- To participate in the program, applicants must complete this program application form and return it to DUO prior to contacting Canada's National Ballet School.
- Participants may not use the studio for profit, ie. no teaching, workshops, seminars etc. Studios are to be used for creating and rehearsing dance only.

### Procedures

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- An updated participant list will be sent three times a year to Sylvia Medeiros, NBS's Artistic Operations Coordinator. Once your name has been included on the list, Sylvia can be contacted directly to book space.
- For all inquiries regarding this agreement please contact DUO at [duo@danceumbrella.net](mailto:duo@danceumbrella.net) or the CADA-ON office at <mailto:office@cada-on.ca>.
- The studios must be booked at least one week ahead by contacting Sylvia Medeiros at [smediros@nbs-enb.ca](mailto:smediros@nbs-enb.ca) or at 416.964.5110 x2120 between the hours of 9:00AM - 3:30PM.
- The studios and change room will be available between the hours of 8:00PM and 10:00PM, Monday – Friday.
- For cancellations, please make every effort to contact Sylvia Medeiros at least 24 hours prior to the booking.
- Participants should sign-in with reception at 400 Jarvis Street.
- All participants must leave the building by 10:15PM.
- When regularly scheduled school classes are not on, extended hours may be possible. Please enquire when making the booking arrangements, ie. regular start or daytime hours.
- Participants will be responsible for any damage however caused.
- NBS reserves the right to cancel any evening for any reason it deems necessary.
- Shoes – No outdoor shoes are permitted in the studios.
- No Rosin may be used in the studios.
- Food and Drink – Bottled water only on the studio level.
- Change rooms (Concourse Level) – please bring your own lock to secure your belongings. Locks should be removed at the end of the evening.

*In case of an Emergency, contact Security at extension 2030. If you hear fire bells ringing in the school, you must evacuate the building immediately via the nearest exit. The bells are not to be ignored.*

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First Name

Last Name

Street Address

Email

Telephone

Dance Form

Reason for using the space