

BRAND LIBRARY RECITAL HALL
1601 West Mountain Street
Glendale, California 91201
818-548-2051



RENTAL INFORMATION

The Recital Hall is available for art and music events only. The hall has limited availability as a meeting room space.

The hall seats 150 people.

The stage is 9 feet deep by 28 feet across the front and 23 feet across the back.

The recital hall has two grand pianos: a Steinway B and a Feurich grand. The Feurich is approximately the same size as the Steinway.

The pianos are tuned once a month; additional tunings may be arranged using the city piano tuner at the performer's expense.

FEES include use of 1 piano:

Glendale Non-Profit rate

\$110 for first 3 hours; \$50 for each additional hour

Non-Glendale Non-Profit rate

\$135 for first 3 hours; \$55 for each additional hour

Glendale Individual and Commercial rate

\$210 for first 3 hours; \$70 for each additional hour

Non-Glendale Individual and Commercial rate

\$275 for first 3 hours; \$90 for each additional hour

Additional fees will be applied for the following:

- Non- Refundable Maintenance Fee \$35 (\$25 Non Profit rate)
- Non- Refundable Reception Fee \$35
- Rehearsal Fee (Up to 2 hours) \$50
- Ticketed Event Fee \$100
- Second Piano Fee \$75

BRAND LIBRARY RECITAL HALL RENTAL INFORMATION

Rentals may be scheduled for Friday or Saturday evenings after 5:30 pm, and also Sundays between 1-9 pm. Other times may be available.

Bookings are taken 3 months in advance beginning on the first day of the month, (i.e. if you call in January you will be booking an April recital date).

Bookings are on a first-call first-serve basis with no in-person bookings. We will not book a date or make any promises before the first day of booking. Specific dates may already be reserved for Brand Library events. The signed contract and full payment must be received within the time specified on the contract (usually 15 days) to avoid cancellation.

If the time runs over additional charges will be applied for each hour based on the additional hour fees above.

Renters may serve light refreshments when the Non- Refundable Reception Fee is paid.

Renter is responsible for set-up and clean-up of the reception area. Library staff will set-up and remove tables, and trash containers only.

No alcoholic beverages may be served.

No deliveries may arrive prior to the block of time scheduled for the event and you will not be let into the building prior to your scheduled time.

Two six foot tables are available but tablecloths will not be provided.

Music stands will not be provided.

The Library provides a staff person to open the hall for artists and monitor the door. The staff person can also hand out programs at the desk if desired.

Minors must be accompanied and supervised at all times. Brand Library staff is not responsible for the supervision of unaccompanied children. During the recital, children waiting to perform cannot be left in the hallways unattended – parents or chaperones must be assigned to supervise.

The entrance to the recital hall is through an art gallery. Students, performers and guests are not allowed to touch the artwork and should be advised prior to the performance. **Disturbing the artwork is cause for expulsion from the building.**

Non-ticketed events: Donations may be requested in an unspecified amount only and no one may be turned away for not making a donation. Ticket sales are allowed only if a Ticketed Event Fee has been paid.

Publicity is the responsibility of the artist and must follow the rules in the rental contract.

If you have any further questions or wish to reserve the recital hall, or if you would like to try the piano, **please call 818-548-2051.**