



Rossland Council for Arts and Culture (RCAC) Screen Rental Policy

General Policy

1. Requests for use of the RCAC screen must be submitted to the RCAC in writing a minimum of 3 weeks in advance of an event.
2. Requests will receive a response within 5 days of submission.
3. A request does not guarantee use of the RCAC screen.
4. Requests will be considered from RCAC member groups and non-profit groups for arts, cultural and community events.
5. The RCAC screen rental agreement includes the completed screen rental request that includes contact information and a signed declaration indicating that the renter understands the screen rental policy.
6. An RCAC representative/technician will meet the renter at the set-up time to access the screen and again at the return time to check the screen back in.
7. Based on the specifics of each rental request the RCAC will advise potential renters on whom to contact as to the approved technicians or representatives.
8. Rental fees vary according to the required equipment.
9. A \$200.00 damage deposit is required in addition to any rental fees. Damage deposits will be deposited into the RCAC account, and will be refunded in full once the RCAC screen equipment has been returned to its storage in a condition deemed satisfactory by the RCAC. Any damaged or missing parts will be paid for by the renting organization.
10. The RCAC screen is not available for rent in the two weeks prior to any major RCAC performance or event, where it is needed.
11. The RCAC will not be held responsible for any personal injury or personal property damage incurred by the renter through the use of the RCAC screen and other RCAC equipment.

RCAC Screen Instructions

- The screen is fragile and should not be touched or bumped.
- The screen is lowered from the ceiling and should not touch the floor to avoid damage and dirt. A minimum of one foot distance should be provided between the bottom of the screen and the floor.

