



BIG ROOM BOOKINGS

Updated December 2019:

The Big Room is undergoing some painting but is generally available for rehearsal and big room bookings:

1. Each resident is given 4 booking credits per month equal to 1 hour each

These credits can be shared among studio members and their guests generally between 6 pm and midnight. Credits and reservations can be used up to 30-days in the future. Please contact a studio manager at submersivetribe@gmail.com to use your big room credits. Additional time may be purchased through our Calend.ly calendar which is available in the member portal and Eventbrite.

2. To book, detail the reservation in Google Calendar within a 30-day window

This includes the names of the resident and their guests in the title of the booking and details of the session and the gear required. If you're signing out any equipment including subs, mics, and CDJ's, note the sign-out and return date and time at least 24-hours in advance.

RESIDENTS ARE LIABLE FOR ALL THEIR GUESTS' BOOKINGS AND OVERSEEING THAT SPACE AND GEAR ARE RESPECTED. CREDITS DO NOT CARRY OVER MONTH TO MONTH.

3. Using PK Sound: Rules for excessive noise still apply:

- Lower levels from 6 am - 9 pm
- There must be a trusted or authorized sound technician on the premise to oversee the session
- Subs only turn on after 10 pm as per the Studio's quiet-hour guidelines. Please book accordingly

4. The room can be booked for the following:

- Practicing CDJs / Using PK Sound (according to Rule 6 guidelines)
- Access to a larger space for art projects such as installations
- Performance rehearsals
- Workshops / Meetings

5. Pack up and leave no trace:

Fully prep and clean the space after your session. This includes cleaning of drop cloths for paintings, disposing of beverages, wrapping cables etc. Ensure that doors are locked and power is off when leaving the space.

6. Booking Rates:

These rates apply to residents seeking additional work time, and the public.

- CDJs (\$30/hour)
- PK Sound w/mandatory tech (\$40/hour)

7. Cancellation + Late Shows

For any cancellations, the POC must be notified. If the cancellation is done 24 hours before the scheduled time, you will be eligible for a refund. If you are running late, notify the POC, if no one arrives within 15 minutes of the booking, the booking will be cancelled and no refund will be returned.