

Long Term Rental/Lease Contract Addendum (rentals more than 2 days)

The Opera House manager must be contacted prior to bringing in any set pieces - spaces will be determined for temporary storage until full rental weeks. * * rehearsal props may be stored in areas already defined by manager during prior walk through with Contracted Party. Area must be maintained in a safe, and orderly manner and not inhibit any passageways and emergency egresses. Area will be reviewed daily for compliance

Rehearsal venue floor/stage markings must be unobtrusive and not harm the wood floors. Tape may be left between rehearsals if there are no scheduled events between rehearsals. The Opera House will make every effort to give advance written notice-but ask that user also views the Opera House's **website google calendar for booked events**.
www.littletonoperahouse.com

All outside construction must be done under a covered canopy provided by your organization in an area defined by the Opera House manager. Cleanup is to be done daily; i.e., sawdust, wood scraps, etc. Caution tape or cones need to be in place for safety. Coned and signed area must be done by your organization

No extension cords are to be placed in any manner considered unsafe. (Not placed on the ramp) Commercial extension cords for any power tools must be placed in a safe manner. (Possibly run under door from electrical outlet - taped down-and then brought out through railing from side porch through garden area – deck is composed of decking material and tape will adhere to this surface)

All construction wood pieces (not being handled on any given day) must be kept under cover while construction is in process with an obscure colored tarp (gray or brown) at least 6' from parking lot entrance door on porch with appropriate width passageways for safety and emergency egress

All cleanup of any wet or dry sawdust, and construction debris must be cleaned up daily by your organization with cleaning supplies provided by your organization (brooms/dustpans/disposal containers). All debris must be kept in covered receptacles and are to be emptied when full. Set pieces being painted must be done on a covered floor surface (tarp, plastic) any spills must be cleaned immediately.

All construction done outside or inside must follow all safety/fire codes set by the TOL Fire Chief and OSHA. All efforts will be made to ensure a safe and protected environment for all individuals working on construction and entering/exiting the building. The Technical Director, Event Manager and Opera House Manager will work together to ensure these efforts are being followed, and will work together to resolve concerns

The venue (including stage use) can often be scheduled during partial booking dates, in consideration of these possible bookings, **NO set building, and/or set pieces/props are to be placed in the Grand Hall/Stage Area/Back of house until FULL rental weeks begin.** Any areas that may possibly be used without interfering with other rentals will be considered upon prior discussion with the Opera House Manager

This addendum will be signed and agreed upon prior to the start of any contractual agreements. Any noncompliance to these articles will be addressed in writing for resolution

_____ Date: _____
Contracting Party

_____ Date: _____
Sue Pilotte, Manager Littleton Opera House or
Jennifer Poulton, Clerical Littleton Opera House