



NEW VILLAGE ARTS



RENTAL PROGRAM

The Dea Hurston New Village Arts Center has expanded to be a premiere multi-faceted community space hosting a 100 seat theatre, full bar, multiple performance spaces, education classrooms, and so much more to host our community!



Looking for a Great Venue in the heart of Carlsbad Village?

NVA has hosted a wide variety of events, such as concerts, corporate happy hours, staff retreats, community town halls, artist workshops and classes, fundraisers and much more.



**DOZENS OF LOCAL
EATERIES NEARBY**



**IN THE HEART OF
CARLSBAD VILLAGE**



FULLY STAFFED BAR



**50 YARDS FROM
PUBLIC TRANSIT**



AMPLE PUBLIC PARKING



INTERACTIVE EXHIBIT SPACE



MULTIPLE SOUND SYSTEMS



**SUPPORTING THE ARTS
IN CARLSBAD**



ADA COMPLIANT



NVA IS GREEN CERTIFIED!

ALL RENTALS INCLUDE...

(4) Round Tables

(4) Rectangle Tables

(4) High Boy Tables

Customized Floor Plan

Lobby Chairs

NVA Staff will provide set up and breakdown of NVA provided items

Onsite staff available to answer questions and assist as needed

A Signature Cocktail (with bar package)

Glassware provided (with bar package)

NEW VILLAGE ARTS IS EQUIPPED WITH STATE OF THE ART TECHNOLOGY TO FIT YOUR NEEDS:

- **PORTABLE VESA-MOUNTED TV'S:**
Perfect for Zoom, Slideshow Presentations, etc.
- **SOUND EQUIPMENT:**
Including sound board, monitors, mics, and stands
- **LIGHTING (LED)**

RENTALS DO NOT INCLUDE:

- Tableware, linens, napkins, or flatware
- Event Security
- Refrigeration & Kitchen Facilities
- New Village Arts can not prepare food for your event.
See our Catering Recommendations on Page 9 for options!

WHITE FAMILY NEXT STAGE AND *SLÁINTE* LOBBY AREA

Max Capacity: 141

Perfect for various occasions including company happy hours, large-scale meetings, birthday parties, community town halls, and gatherings, this dynamic venue offers the ideal setting for your event needs! This space combines affordability with flexibility, ensuring your event is both memorable and cost-effective. Whether you're planning a professional gathering or a personal celebration, our space is ready to accommodate your needs and make your event a success! The Happy Times Bar is also included in this layout (Bar Package must be included).

\$200 per hour

*3 hour minimum. Includes 30 minutes of set-up and break down.
Dressing rooms not included.*



SAHM FAMILY EDUCATION CENTER

Max Capacity: 10-20

The Sahm Family Education Center is tailored for a range of intimate gatherings. Whether you're hosting smaller meetings, day-long team retreats, workshops, or classes, our venue provides the perfect environment to foster collaboration and productivity. Whether you're planning a brainstorming session or a training workshop, our facility is equipped to accommodate your requirements.

\$50 per hour

No hourly minimum.



CONRAD PREBYS THEATRE

Max Capacity: 100

Experience the charm and versatility of the Ray Charles Stage in the Conrad Prebys theatre. Boasting an intimate 100-seat capacity and a comprehensive technical setup, our theatre offers an enchanting backdrop for a variety of events. Situated conveniently between our seasonal productions, the Conrad Prebys theatre awaits to elevate your event with its unique ambiance and state-of-the-art facilities.

SPACE IS SUBJECT TO AVAILABILITY.
NVA RECOMMENDS YOU REACH OUT AS FAR IN ADVANCE AS POSSIBLE TO WORK WITHIN OUR EXISTING PERFORMANCE SCHEDULE.

\$150 per hour

*3 hour minimum. Includes 30 minutes of set-up and break down.
Dressing rooms not included.*



FULL FACILITY RENTAL

Max Capacity: 160

With our Full Facility Rental, you have the opportunity to immerse yourself in the vibrant energy of our entire venue, including backstage areas and spacious dressing rooms. From our dynamic performance spaces to our versatile multi-purpose rooms, our full facility rental offers endless possibilities. Whether you're envisioning a theatrical wedding, grand gala, a corporate retreat, or a multifaceted celebration, our dedicated team will work closely with you to bring your vision to life.

\$500 per hour

3 hour minimum. Includes 30 minutes of set-up and break down.

Dressing rooms and backstage included.



HAPPY TIMES BAR

NVA has an entertainment liquor license, and can have our fully stocked bar staffed and open with any scheduled performance (see Preferred Performers List on next page). A full bar can be added to your event with our bar packages and preferred performers.



BAR PACKAGES

The Happy Times Bar is fully stocked with premium liquors ready to accomodate any party!

Open Bar including
water station, soft drinks,
beer and wine

\$16/person for 3 hours

Open Bar including
water station, soft drinks,
beer and wine,
and (1) signature cocktail

\$20/person for 3 hours

Open Bar including
water station, soft drinks,
beer and wine, and
full set cocktail menu

\$24/person for 3 hours

All bar packages require a 50% deposit and credit card on file.

CATERING RECOMMENDATIONS

While we encourage the use of professional catering services to enhance your experience, we kindly ask that no homemade foods be brought onto the premises. As part of our commitment to quality and safety, this policy ensures that your event runs smoothly while offering a delectable selection of culinary delights to suit any taste or occasion.

PURETACO

HANDEL'S
HOMEMADE ICE CREAM SINCE 1945

Ask about
adding a
Handel's Ice
Cream Package
to your event!



PERFORMANCE RECOMMENDATIONS

NVA has a plethora of performers that can be scheduled for your event that will add an exciting component to your party, all while staying within your budget! With a large range of genres including musical theatre performers, jazz & blues bands, gorgeous flute performers, stand-up comedians, and so much more; NVA will help you curate the perfect performance for your upcoming event! **Performance Required for Bar Packages**

Performances
can be as
extensive
or as simple
as you desire!



ADDITIONAL FEES

Additional fees are crucial for ensuring the smooth operation and integrity of our rental programs, allowing us to maintain quality service and uphold necessary procedures. These fees enable us to cover essential costs, support staff, and implement necessary measures to ensure a seamless and error-free rental experience for all. Staffing needs to be determined with each client.

Sound Engineer	\$29 per hour
Front of House Staff & Bartenders	\$29 per hour
House Manager	\$31 per hour
Stage Manager (Mainstage Only)	\$36 per hour
Cleaning Fee (Subject to Event Size)	\$75 flat rate
Coffee / Tea Station	\$10
Late Fee (Late leaving building)	\$100 per hour
Damage Fee	Insurance Required

Staff Gratuity of 20% added for events of 75 people or more.

INSURANCE REQUIREMENTS

Events are required to be covered through the renter's insurance policy with a Certificate of General Liability no less than \$1,000,000 with NVA named as an additional insured. Clients are also able to purchase affordable day-of insurance coverage through our recommended providers. NVA needs insurance no less than 14 days prior to event date.

FREQUENTLY ASKED QUESTIONS

How much lead time do I need to book an event?

NVA asks for a month's notice, to ensure that we can properly account for any facility and staffing needs, as well as proper planning with each client.

How does NVA determine what staffing costs are needed?

Based on each client's needs and the number of attendees, NVA's staff will recommend our minimum staffing needs to successfully host the event. Potential Staff includes Front of House Managers, Bartenders, Sound Technicians, etc. These will be determined with each client prior to a contract being signed.

Staffing costs are **not** included in the rental fees (see previous page for additional fees).

How does the insurance requirement work?

Each client needs to provide NVA with a Certificate of Liability Insurance with General Limits of at least \$1 million with NVA named as 'additionally insured.' This can be added onto an existing policy or purchased as a one-day event. NVA suggests each client talks to their insurance broker for more information.

Are the bar offerings customizable?

NVA has a fully stocked bar with beer, wine, liquor and cocktail options. The client will be able to speak with NVA's Bar Manager for a list of current offerings, and can customize bar packages *based off of existing inventory*.

How does the entertainment license work for adding a Bar Package?

To remain compliant with NVA's entertainment license, the Bar Packages are only available for events that include a performance. This could be an invited speaker, short presentation, acoustic or full band, a Poet reading, etc. NVA is happy to work with each client to ensure your event is within your budget, as well as compliant with our requirements.

How does a performance work?

The NVA team will connect with the performer & client to confirm all facility requirements, and ensure that the needs are within our capabilities. A sound technician will be scheduled to run sound for all performers. Performances can be as simple as a 5-minute presentation or song, or as extensive as a full performance.

Do we have to use your preferred performers and caterers?

No, you can utilize your own performers or caterers! We simply provide these recommendations to give you an idea of what your event could look like in our space!

Can I bring in my own food and alcohol?

Yes, you can utilize your own caterer! While we encourage the use of professional catering services, we kindly ask that no homemade foods be brought onto the premises. All alcohol served on our premises needs to be served by NVA staff bartenders. We do not allow outside alcohol.

Does NVA accept proposals for theatre productions, traveling plays, and/or musical performances?

Currently, we only host private rental events. All programming on the Ray Charles Stage and on the The White Family Next Stage is envisioned and facilitated by NVA Staff with collaborating artists. If you are interested in submitting for one of our theatrical productions, please contact info@newvillagearts.org.



NEW VILLAGE ARTS

Contact Us



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