



Downing Film Center

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DOWNING FILM CENTER RENTAL INFORMATION

The Downing Film Center's space in the basement of the Yellow Bird building is available to rent for film-related events, either private or open to the public. The cost of rental depends on whether or not the event is held during the Downing's normal hours of operation. In addition, we offer discounts and/or special arrangements for not-for-profit organizations.

Our theater has 55 seats.

Abbreviations

- NIO = Downing not in operation (Mon–Wed mornings and afternoons; most Mon evenings; and Sat and Sun mornings and early afternoons)
- IO = Downing in operation (Tue–Sun evenings; some Tue afternoons; Thu, Sat, and Sun afternoons)

Rental Costs

A \$50 nonrefundable deposit is necessary to book a rental. The deposit will be applied to the balance due after the event.

(1) *Event that involves the current feature at the Downing. This type of event can be either private or open to the public.*

- NIO: \$8 per person, \$350 minimum
- IO: \$8 per person, \$400 minimum

(2) *Event that involves a film of the renter's choosing. This type of event can be either private or open to the public.*

Note that if you choose your own film, you **MUST** secure and pay for the rights to it, and inform the Downing management that you have done so, well in advance of the screening.

- NIO: \$100/hour NIO (\$75/hour for a not-for profit organization)
- IO: \$200/hour IO (\$200/hour for a not-for profit organization)

For both types of events, the Downing reserves the right to be open to sell concessions, unless other arrangements are made in advance. No outside food or beverages are permitted (with the exception of a birthday cake or something similar).

The renter is responsible for ensuring that the Downing premises are returned to their original condition after the event.