PO Box 1, Green Mountain Falls, CO 80819
Phone: (719) 465-3065

GREEN BOX VENUE RENTAL, EQUIPMENT & STAFFING FEES

FARM STAND

Base Rental Rate $500 Per Day (Maximum 14 hours: 8AM-10PM)

Base Rental Rate Includes Bathroom Access and Electricity and Cleaning Fee
For studio spaces adjacent to the Farm Stand, charge is $100 per day

*Alcohol add-on with Addendum** $200.00 Per Event

*Addendum through additional required insurance which the applicant shall acquire through their insurer

Base rental rate excludes mandatory Green Box staff member as a point of contact to open and close the buildings needed for event (bathroom or others included in the contract), to put out trash cans with bags in them. This person will be established as the point of contact in the contract, and a time to meet (on the day of the event) will be designated within as well.

Staff *$25 Per Hour/Per Staff Member*

TERMS

Picnic tables at the Farm Stand are available for use. The renters may also move them to the side if they don't want to utilize them in the space, and they are required to move them back as they were as part of the conditions of usage.

Renters must take the trash bags out of the trash cans provided at the beginning of the rental time and lock them inside the corridor of the bathroom for removal.

Rentals may be made no more than six months in advance of the date of the event.

SALLIE BUSH COMMUNITY CENTER
(Inclusive of Main Hall, Bathrooms and General Overhead Lighting)

Standard Set-Up for use between 10AM and 6PM

	1-4 Hours	5-8 Hours
Regular Rate	*$500*	*$1000*
*Community Rate****	*$250*	*$500*

Additional Hours before 10AM and between 6-10PM *$200 per hour*

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Kitchen Add-On	*$100 Per Day (not including Oven or Grill)* *$200 Per Day including Oven & Grill*
Additional Room Set-Up	*$25 Per Hour/Per Staff Member*
Cleaning Fee	*$200 Per Rental*
For Weddings	Up to 100 Guests = $4,000 Up to 200 Guests = $6,000

TERMS
$200 Security/Damage Deposit & 50% Estimated Cost Due at Time of Signed Contract
Remainder Due Day of the event
General Liability Insurance $1,000,000
Municipal City Events = Fee only for Cleaning
Celebration of Life Events for Residents of GMF/Chipita Park (80819 Zip Code) = Fee Only For Set Up and Cleaning
***Sallie Bush Community Rate Applicable for full-time residents of Green Mountain Falls

MOUNTAIN ROAD CORNER

Base Rental Rate $250 Per Day (Maximum 14 Hours: 8AM-10PM)

EQUIPMENT RENTAL – Fees Per Day
Please note that not all equipment is available in all spaces.
Please inquire with Green Box staff for availability.

Sound Equipment	
Portable Bluetooth Speaker	$10
PA System	$50
Microphones	$5 each
Sound Board/Operator	$25 per Hour
Lighting Equipment	
Theatrical Lighting (no re-focusing)	$100
Lighting Design and Focus Services	$100 per Hour
Lightboard/Operator	$25 per Hour
Tables/Chairs	

Round Tables (60”)	$5 each
8 Foot & 6 Foot Rectangular Tables	$5 each
Chairs	$2 Each
Projector/Screen	$50
Podium	$20
Ballet Barres/Marley Floor	$150

FOR TICKETED EVENTS

Requirement to Exclusively Utilize Green Box’s Ticketing System	10% of Gross Sales
Staff (Minimum of 3 – Manager, Sound, Lighting)	$25 Per Hour/Per Staff Member

OTHER

Marquee Signage on Exterior of Building $250, not including production of signage
30-day advance notice required, 7-day maximum display

PAYMENT & DAMAGE DEPOSIT

We can accept payment by check or can send a link to pay via Square. Please note that a 3% Administration Fee is calculated and added onto the total of your bill for payments taken via Square.

REFUNDABLE DAMAGE DEPOSIT

All Green Box rentals require a refundable damage deposit of $200.00, which will be remitted via mailed check within 10 business days following the event upon review by the Director of Production and Operations.