

SECURING A VENUE

As a self-producer in the Fringe, **it is your responsibility to find your own venue**. However, we will assist in finding you a space to the best of our ability. For help finding a venue, we recommend www.phillyspacefinder.org or reaching out to the Neighborhood Fringe Coordinator.

Many self-producers like to present art in non-traditional places. Audiences like this, too. Don't be afraid to seek out-of-the-ordinary and exceptional spaces. If you are in a non-traditional space, you will have different challenges (licenses, permits, etc.) but it may be worth the effort.

WHAT DO YOU NEED?

As you search for the perfect venue, your decision should be guided by a few general considerations. It is important to consider every aspect of your production so as to avoid complications later on.

- In which neighborhood do you want to perform?
- How many seats do you want to (or need to) sell at each performance?
- What kind of technical needs do you have?
- What are your staging needs?
- Does it have seating, lighting, soundboards, etc.?
- Is it an old building? Can it handle a lot of extra electricity?
- Will the neighbors be able to hear you?
- Does it have electricity, bathrooms, and enough electrical outlets?
- Does it have air conditioning?

NEGOTIATING A CONTRACT

Some venues charge a flat rent, some a percentage of your ticket sales, and some may charge both. Make sure it is clear up front what your rental costs will be. If the venue wants a percentage of ticket sales, does this mean tickets sold on site or all tickets sold? Make **everything is in writing in an agreement**. This way, all parties are clear about the terms of the agreement. Be clear about what your venue will be providing to you and the important dates of the agreement. If you are performing in a non-traditional space, your venue owner may be inexperienced in writing agreements and you may have to draft the arrangement.

DON'T WAIT UNTIL THE LAST MINUTE

Don't wait until the week your venue information is due to start looking. **If you do not have your venue secured by the MyFringeArts.com deadline, we will have to go to print without listing a venue for your show.**

TIPS ON VENUE AGREEMENTS

Once you have located a suitable venue for your show, we strongly advise that your agreement with the owner/manager of the property be in writing and signed by you and the owner/manager. Typical information in a venue agreement includes:

- names, postal addresses, email addresses, and phone numbers of the parties to the agreement.

- address of property
- term of the agreement (beginning and end dates of the agreement)
- rental costs including any utility or maintenance fees
- date rent is due and contact information for whom the rent should be paid
- description of the area to be used (first floor except office, main stage including dressing rooms, etc)
- other services/equipment the owner/manager has agreed to provide (chairs, technical equipment, storage space, etc.)

PLEASE NOTE: The above terms and the following sample venue agreement are NOT intended to serve as a comprehensive list or legal advice. They are simply guides to use when creating an agreement with the owner/manager

SAMPLE VENUE AGREEMENT

Please Note: Remember, each situation is different and this sample is NOT meant to be comprehensive or to provide legal advice. Please use it as a guide as you enter into your individual agreement with your venue owner/manager.

VENUE AGREEMENT

This Agreement for the lease of _____, Philadelphia, PA, is made this _____ day of _____, 200_, between [Artist name, address and telephone number] (hereafter "Lessee") and [owner name, address and telephone number] (hereafter "Lessor"), pursuant to the following terms and conditions:

Leased Property: Lessee shall lease from Lessor [Address and description of the premises to be leased].

Use of Premises: Lessee shall use the leased space for [list uses such as: rehearsal and performances] on the following dates as part of the *Neighborhood Fringe*.

Term of Lease: The term of the lease shall be [beginning and end dates of lease].

Rental Fee: The fee for rental of the premises shall be [total rental fee] to be paid in installments of [amount of each installment] on the following dates [list dates] and shall be sent to the following address: [address provided by Lessor].

Security Deposit: The Lessee shall pay a security deposit of [amount of deposit] on [date security deposit is to be paid]. The security deposit shall be returned to the Lessee by the Lessor within five business days of the termination date of the lease.

Utilities: Lessor shall provide [list utilities Lessor will provide such as: air conditioning, storage space, restrooms]. Cost of said utilities shall be the responsibility of [state whether rent is inclusive of utilities or whether Lessee is responsible. If Lessee is responsible for utilities state how and when Lessor will bill Lessee for these costs].

Governing Law: This agreement shall be governed by the laws of the Commonwealth of Pennsylvania.

Entire Contract: This agreement, including any riders, addenda, schedules and/or attachments represent the entire agreement and understanding between Lessor and Lessee.

Acceptance: The terms and conditions of this agreement are hereby accepted by the Lessor and Lessee or their representatives by their signatures below. The terms of this agreement are binding and supersede any oral or written representations. The persons signing this agreement on behalf of the Lessor and Lessee each have authority to bind their respective principals.

AGREED AND ACCEPTED

[Insert Lessor's Name]:

[Insert Lessee's Name]:

By: _____ Date _____ By: _____ Date _____

Print Name: _____

Print Name: _____

Possible Venue List

(This is just a small compilation of possible venues.

If you find a new venue, please email the coordinator to add it to this list)

West Philadelphia Venue List

Venue: Bindlestiff Books

Address: 4530 Baltimore Ave

Phone: 215-662-5780

Venue: Community Education Center – Meeting House Theater

Address: 3500 Lancaster Ave.

Contact Name: Terri Shockley

Title: Executive Director

Phone: 215-387-1911

Email: cec@cecarts.org

Website: www.cecarts.org

Contact Venue By: Phone, E-mail, Stop by

Shape of Space: Rectangular

Dimensions: 18'-6" X 43'-4" (tech spec available) studio 33'x52' hardwood floor/mirrors – Tap room 19'8" x20'8"

Seating Capacity: Meetinghouse-50-75; Studio100-150

Wheelchair Accessible: No

Fire Code Capacity: 110

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: No

Dressing Room Available: Yes

Preferred Genre in Venue: All

Equipment Available in House: PA system, lighting, chairs, tables

Notes: Info and posters are allowed to be placed in the space.

Venue: International House Philadelphia

Address: 3701 Chestnut Street

Phone: 215-387-5125

Venue: Mandell Theatre at Drexel University

Address: 33rd and Chestnut Street

Contact Name: Nan Gilbert

Title: Theater Manager

Phone: 215-895-2528 mandell@drexel.edu

Shape of Space: proscenium

Dimensions: 39'- 7"w x 18'-0" h

Bathroom Accessible to Audience: yes

Bathroom Accessible to Artist: yes

Dressing Room Available: yes

Venue: Old Academy Players

Address: 3540-44 Indian Queen Lane

Phone: 215-843-1109 rentals@oldacademyplayers.org

Venue: Philadelphia Episcopal Cathedral

Address: 3723 Chestnut Street

Contact Name: Michael Wolford

Title: Operations Director

Phone: 215-386-0234

Venue: Platt's Performing Arts House

Address: 3702 Spruce Street

Contact Name: Laurie McCall

Title: Director

Phone: lmccall@penn.edu 215-898-2312

Venue: University of Penn Archeology and Anthropology Museum Egyptian Gallery

Address: 3260 South Street

Phone: 215-898-4010 rentals@pennmuseum.edu

Preferred Genre in Venue: multiple space locations

Venue: Reeds Coffee & Tea House

Address: 3802 Lancaster Avenue

Contact Name: Kat Reed

Title: Owner

Phone: 215-349-6298

Venue: Rotunda, The

Address: 4014 Walnut St.

Phone: 215-573-3234

Website: www.foundationarts.org

Shape of Space: Rectangular

Dimensions: 12ftx24ftx2.5ft Stage

Seating Capacity: 125

Wheelchair Accessible: Yes

Fire Code Capacity: 365

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: Any

Equipment Available in House: PA, 6 can lights, follow spot, 120 Chairs, LCD projector

Notes: Info and posters are allowed to be placed in the space. They can provide some logistics and marketing strategy.

Venue: Rotunda, The/ The Foundation

Address: 4014 Walnut St.

Website: www.foundationarts.org

Contact Venue By: E-mail

Shape of Space: Contact Venue

Dimensions: Contact Venue

Seating Capacity: N/A

Wheelchair Accessible: Yes

Fire Code Capacity: 365

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Preferred Genre in Venue: Visual

Equipment Available in House: Contact Venue

Venue: St. Mary's Episcopal Church at Penn
Address: 3916 Locust Walk
Contact Name: Rebecca Schlappich
Title: Parish Administrator
Phone: administrator@stmarysatpenn.org 215-386-3916

Venue: Studio 34
Address: 4522 Baltimore Ave
Contact Name: Angela Norris
Title: co-owner
Phone: 215-387-3434 info@studio34yoga.com
Contact Venue By: phone or email
Shape of Space: multiple spaces lounge, studios
Dimensions:

Venue: World Café Live
Address: 3025 Walnut Street
Contact Name: Mike Abrams
Title: Production Manager
Phone: 215-222-1400 mabrams@worldcafelive.com

Center City Venue List

Venue: The Adrienne
Address: 2030 Sansom St.
Contact Name: Daniel X Guy
Title: General Manager
Phone (Day): 215-568-8077
Email: dguy@interacttheatre.org
Contact Venue By: Phone / Email
Shape of Space: Rectangular
Dimensions: 2nd Stage - 24'x 17', The Playground-16' x 12'
Seating Capacity: 160
Fire Code Capacity: Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: All
Equipment Available in House: Yes

Venue: The Swing / Playground at MacGuffin at The Adrienne
Address: 2030 Sansom Street, 2nd floor
Contact Name: Liz Fredette
Phone: lfredette@macguffinTF.com

Dimensions: 28'w x 48'l
Venue: Skybox at the Adrienne
Address: 2030 Sansom Street
Contact Name: Daniel X Guy
Title: General Manager
Phone: 215-568-8077 dguy@interacttheatre.org
Contact Venue By:
Seating Capacity: 60-80

Venue: The Arts Bank, University of the Arts

Address: 601 S Broad St

Contact Name: Karen Rosenberg

Title: Director of Campus Events

Phone: krosenberg@uarts.edu

Dimensions: 31'x39' – 50'x28'

Seating Capacity: 230

Equipment Available in House: include dates of performance, start/end times, loading times, number of guests expected, A/V requirements and synopsis of event

Neighborhood: Center City

Venue: Caplan Studio Theater / Laurie Beechman Cabaret Theatre, University of the Arts

Address: 211 S Broad Street / 601 S Broad Street

Contact Name: Kathy Dooner

Phone: 215-717-6825 kdooner@uarts.edu

Equipment Available in House: Requests not requiring a cost estimate must be submitted at least five (5) working days in advance of the event. Requests requiring estimates must be submitted at least eight (8) working days in advance of the event. Requests submitted within four (4) working days of the event will be honored only if

Facilities Management personnel can reasonably accommodate the event.

Venue: African American Museum of Philadelphia, The

Address: 701 Arch Street.

Contact Name: Gladys Adams

Title: Director

Phone (Day): 215-574-0380 ext. 228

Fax: 215-574-3110

Contact Venue By: Phone, E-mail, or Stop by

Shape of Space: Square 1 auditorium / 4 galleries

Dimensions: 9X35

Seating Capacity: 200

Wheelchair Accessible: No

Fire Code Capacity: Contact Venue

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: All

Equipment Available in House: Yes (Contact Venue)

Venue: Asian Arts Initiative

Address: 1219 Vine Street

Contact Name: Alethea Carbaugh

Title: Rental Coordinator

Phone: 215-557-0455

Venue: Atwater Kent Museum of Philadelphia

Address: 15 S. 7th St.

Contact Name: Kelly Murphy

Title: Membership and Media Coordinator

Phone (Day): 215-685-4827

Email: kelly.murphy@philadelphiahistory.org

Website: www.philadelphiahistory.org

Contact Venue By: E-mail or Phone

Shape of Space: Rectangular
Dimensions: 30'x40'-first floor, 30'x50' outdoor garden
Seating Capacity: 50 Inside, 100-125 In Outside Tent
Wheelchair Accessible: Yes
Fire Code Capacity: Contact Venue
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes, depending on time of performance
Preferred Genre in Venue: Nothing too risqué.
Equipment Available in House: Chairs, tables, and podium with microphone
Notes: Bathroom availability for audience depends on location of performance and arrangements made.
There is no place for posters to be hung but information can be placed there about the show. They could provide the services of discounted tours/admission - call for details if appropriate.
Venue: AVHQ Rental Services
Address: 455 N. 7th St.
Contact Name: William Luff (couldn't find new contact)
Title: Director
Phone (Day): 215-625-0885
Email: wluff@avhq.com
Contact Venue By: Phone or e-mail
Shape of Space: Rectangular
Dimensions: 16' x 30'
Seating Capacity: 100 - 150
Wheelchair Accessible: No
Fire Code Capacity: Contact Venue
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: Music, spoken word
Equipment Available in House: PA system, lighting, projection
Notes: Info and posters are allowed to be placed in the space
Venue: Azuka Theatre
Address: 1636 Sansom Street
Contact Name: Mike Tronccone
Phone: 215-563-1100 mike@azukatheatre.org
Venue: Bonnell Auditorium at the Community College of Philadelphia
Address: 1700 Spring Garden Street
Contact Name: Robert Ross
Title: Chair of the Music Department
Phone: ramross@ccp.edu
Venue: The Chapel at Arch Street United Methodist Church
Address: 55 N Broad St
Contact Name: Anne McCormick / Cathy Minecci
Title: Secretary
Phone: secretary@archstreetumc.org 215-568-6250
Venue: Ethical Society Philadelphia

Address: 1906 Rittenhouse square
Contact Name: Dorothy Wesley
Phone: rentals@phillyethics.org 215 – 735 - 3456
Contact Venue By: phone or email
Shape of Space: auditorium, community room
Seating Capacity: 180 standing, 120 seated
Venue: First Unitarian Church
Address: 2125 Chestnut Street
Contact Name: Matt Miceli
Title: Building Superintendent
Phone: 215-563-3980 ext 304 superintendent@philauu.org
Venue: Freedom Theatre
Address: 1346 N. Broad St.
Contact Name: Gail Leslie Director of Facilities
Phone (Day): 267- 687-1764 ex. 2264
Website: www.freedometheatre.org
Email: gelparsley@aol.com
Contact Venue By: E-mail or Phone
Shape of Space: Rectangular
Dimensions: 35'x 25' and 25'x 50'
Seating Capacity: 299 and 100
Wheelchair Accessible: No
Fire Code Capacity: 299 - large theater, 100-blackbox
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: All (No fire or water.)
Equipment Available in House: Yes
Neighborhood: Center City
Venue: InterAct Theatre Company
Address: 2030 Sansom St.
Contact Name: Daniel X. Guy
Title: General Manager
Phone (Day): 215-568-8077
Fax: 215-568-8095
Email: daniel@interacttheatre.org
Website: www.interacttheatre.org
Contact Venue By: Phone or E-mail
Shape of Space: Rectangular Main Stage, Skybox, Rehearsal Space
Dimensions: Contact Venue
Seating Capacity: 106
Wheelchair Accessible: No
Fire Code Capacity: Contact Venue
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: All
Equipment Available in House: Standard plot, production oversite to set cues, and someone there for emergencies.

Notes: The space is not handicapped accessible for actors. It is accessible for the audience through a side street.

Venue: Kahn Park Place

Address: 1100 Pine Street

Contact Name:

Title:

Phone: 215-686-1776, 215-923-5671

Address: 1515 Brandywine Street, Philadelphia, PA 19130

Contact Name: Judy Williams

Title: Rental Manager

Phone: 215-569-4060

Contact Venue By: Phone: 215-569-4060 or Email: jwilliams@performancegarage.org

Shape of Space: rectangular

Dimensions: Stage: 38' x 30'

Seating Capacity: 90-120

Wheelchair Accessible: Yes

Fire Code Capacity: 150

Bathroom Accessible to Audience: Yes, 3 bathrooms in lobby

Bathroom Accessible to Artist: Yes, 2 bathrooms in dressing room

Dressing Room Available: Yes

Preferred Genre in Venue: Dance

Equipment Available in House: Sprung marley floor, lighting rep plot, performance sound system, projector, wired microphones, grand piano, ballet barres, reception tables

Neighborhood: Spring Garden

Venue: La Colombe Torrefaction

Address: 1414 South Penn Square

Phone: 215-563-0860

Venue: Martin Luther King Room at Friends Center

Address: 1501 Cherry Street

Contact Name: Connie Brooks

Phone: 215-241-7190 info@friendscentercorp.org

Venue: Moriarty's

Address: 1116 Walnut St.

Contact Name: John Ferry

Title: Owner

Phone (Day): 215-267-7676

Website: www.morartys.com

Contact Venue By: Phone or Stop By

Shape of Space: Rectangular

Dimensions: 40' x 20'

Seating Capacity: 50-75

Wheelchair Accessible: No

Fire Code Capacity: 285

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: Music or Theater

Equipment Available in House: Tables, Chairs and PA System

Notes: Info and posters are allowed to be placed in the space. They offer mid size rooms with lighting and sound system

Venue: Pageant Soloveev

Address: 607 Bainbridge Street

Contact Name: Daniel Dalseth

Title: Director

Phone (Day): 215-925-1535 soloveev@verizon.net

Venue: Perelman Theater at The Kimmel Center

Address: 300 S Broad St

Phone: 215-790-5055

Dimensions: 75 ft diameter, turntable stage

Seating Capacity: 650

Preferred Genre in Venue: could be used for cabaret, experimental performances

Venue: Philadelphia Ethical Society

Address: 1906 South Rittenhouse Square

Contact Name: Dorothy McBride-Wesley

Title: Society Administrator

Phone (Day): 215-735-3456

Email: rentals@phillyethics.org

Website: www.phillyethics.org

Contact Venue By: Email, Phone or Stop by (Tues/Wed/Thurs 9am – 4:30pm)

Shape of Space: Rectangular room; several spaces available

Dimensions: 38'x 40' auditorium with 17'x 19' stage; Basement -14'x 8' stage

Seating Capacity: Auditorium-150-200, Basement-70

Wheelchair Accessible: No

Fire Code Capacity: Auditorium-240, Basement-75

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: Music, spoken word, theater, visual

Equipment Available in House: PA system, lighting, tables, chairs

Notes: Info and posters are allowed to be placed in the space. The space is available year-round.

Venue: The Philadelphia Shakespeare Theater

Address: 2011 Sansom St

Contact Name: Bud Carlson

Phone: 215 – 496- 9722 ext. 102 bud@phillyshakespeare.org

Contact Venue By: phone or email

Venue: Plays and Players Theater

Address: 1714 Delancey Street

Contact Name: Rachel Dukeman

Title: Managing Director

Phone: rdukeman@playsandplayer.org

Contact Venue By: email

Shape of Space: proscenium theatre and black box studio (Skinner Studio)

Seating Capacity: 290 proscenium, 65 black box

Dressing Room Available: yes

Venue: The Raven Lounge (The Pendulum)

Address: 1718 Sansom St
Phone: 215-843-3577 pendulum@ravenlounge.com
Contact Venue By: phone or email
Venue: Plays and Players Theater
Address: 1714 Delancey Street
Contact Name: Rachel Dukeman
Title: Managing Director
Phone: rdukeman@playsandplayer.org
Contact Venue By: email

Shape of Space: proscenium theatre and black box studio (Skinner Studio)

Seating Capacity: 290 proscenium, 65 black box

Dressing Room Available: yes

Equipment Available in House:

Venue: Shake Charmers Dance Company

Address: 1831 Brandywine St.

Contact Name: Valerie Rushmere

Phone (Day): 215-665-1991

Fax: 215-665-8511

Email: studio1831@verizon.net

Website: www.studio1831.com

Contact Venue By: Phone

Shape of Space: Rectangular

Dimensions: 45'x16.5'

Seating Capacity: 60

Wheelchair Accessible: No

Fire Code Capacity: Contact Venue

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: Any; although no wings for theater/dance

Equipment Available in House: Chairs, Tables, Sound system (cd player), Simple lighting for stage area.

Notes: The artists can use the bathroom pre-show but it is shared with the audience. The bathroom is connected through the dressing room. In terms of handicapped accessible there is one small step, 3 inches high, to get inside. Posters and information can be placed in the space.

Neighborhood: Center City

Venue: St. Stephen's Church

Address: 19 South 10th St.

Contact Name: Mark Yurkanin

Title: Music And Program Director

Phone (Day): 215-922-3807

Fax: 215-829-4561

Email: charlesflood@ststephensphl.org

Contact Venue By: E-mail

Shape of Space: Rectangular

Dimensions: Contact Venue

Seating Capacity: 200

Wheelchair Accessible: No

Fire Code Capacity: 200

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: Approved by Church. (Contact Venue)
Equipment Available in House: PA system, Church lighting, Seating already in sanctuary.
Notes: Content of any show must be approved by the church. They are looking for something appropriate to the space. There could be a separate bathroom for the artist(s) than the audience.
Neighborhood: Center City
Venue: Society Hill Playhouse
Address: 507 S. 8th St.
Contact Name: Gregory G. DeCania (no new contact name)
Phone (Day): 215-923-0210
Fax: 215-923-1789
Email: backseat13@hotmail.com
Website: www.societyhillplayhouse.com
Contact Venue By: Phone
Shape of Space: Odd
Dimensions: About 32'x35' (Contact Venue)
Seating Capacity: 50-85
Wheelchair Accessible: Yes
Fire Code Capacity: 99
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: Music, spoken word, theater
Equipment Available in House: PA system, lighting, tables and chairs
Notes: Info and posters are allowed to be placed in the space.
Neighborhood: Center City
Venue: Sol Gallery
Address: Terra Hall 211 S Broad St 15th floor
Phone: 215-617-6030
Contact Venue By: phone
Venue: Tabu Lounge & Sports Bar
Address: 200 South 12th Street
Phone: 215-964-9675 happy@tabuphilly.com
Venue: Walnut Street Theatre
Address: 825 Walnut Street
Contact Name: Kathryn McCumber
Phone: 215-574-3550 ext. 577
Contact Venue By: phone
Seating Capacity: 52 seat, black box
Venue: The Wilma Theater
Address: 260 S Broad St
Contact Name: Ashley Mills
Phone: amills@wilmatheater.org 215-893-9456 ext. 147
Contact Venue By: phone or email
Shape of Space: proscenium stage 44'w x 46'd
Wheelchair Accessible: yes
Bathroom Accessible to Audience: yes

Dressing Room Available: yes
Equipment Available in House: yes

North Philadelphia Venue List

Venue: Cunningham Piano Company
Address: 5427 Germanton Ave
Phone: 215-438-3200 piano@cunninghampiano.com
Venue: Nexus / Foundation for Today's Art
Address: 137 N. 2nd St.
Phone: 215-684-1946
Fax: 215 629 8683
Email: info@nexusphiladelphia.org
Website: www.nexusphiladelphia.org

Contact Venue By: E-mail
Shape of Space: Rectangular
Dimensions: 17' x 50' & 17' x 43'
Seating Capacity: 20 - 50
Wheelchair Accessible: Yes
Fire Code Capacity: Contact Venue
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: Any, but it must be low impact
Equipment Available in House: Chairs and tables
Notes: No equipment can be left out during gallery hours

Venue: October Gallery
Address: 6353 Greene Street
Phone: 215-352-3114
Contact Venue By: phone Wed – Sunday noon – 6
Venue: Schuylkill Center for Environmental Education
Address: 8480 Hagy's Mill Rd.
Contact Name: Denise Bratina
Title: Grant and PR Coordinator
Phone: 215-482-7300, ext. 139
Email: denise@schuylkillcenter.org
Website: www.schuylkill.org

Contact Venue By: Phone/Email
Shape of Space: Multiple Spaces indoor/outdoor
Dimensions: 500 square ft
Seating Capacity: 200-300 depending on spce
Wheelchair Accessible: Yes
Fire Code Capacity: Contact Venue
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: All

Equipment Available in House: outdoor built-in seating provided

Notes: Info and posters are allowed to be placed in the space. Artists may be interested in their art program.

Venue: Sherman Mills

Address: 3502 Scotts Lane

Phone: 215-991-7601

Bathroom Accessible to Audience: yes

Venue: St. Paul's Episcopal Church Hall

Address: 22 E Chestnut Hill Ave

Contact Name: Zachery Hemenway

Title: Director of Music

Phone: 215-242-2055 zhemenway@stpaulchestnuthill.org

Venue: Temple University Randell Theater / Tomlinson Theater

Address: 1301 W Norris St

Contact Name: Douglas Wager

Title: Associate Dean / Artistic Director

Phone: dwager@temple.edu

Dressing Room Available: yes

Venue: Weavers Way

Address: 610 Carpenter Lane

Contact Name: Alison Hirsh

Title: Program Coordinator

Phone: Alison@weaversway.coop

Old City Venue List

Venue: American Philosophical Society

Address: 104 S 5th Street

Contact Name: Annie Westcott

Phone: 215-440-3441 westcott@amphilsoc.org

Venue: The Arden Acardia Theater

Address: 40 N 2nd St

Contact Name: Chris Haig

Title: Properties Master

Phone: chaig@ardentheatre.org

Contact Venue By: email

Seating Capacity: 175 - 200

Bathroom Accessible to Audience: yes

Bathroom Accessible to Artist: yes

Dressing Room Available: yes

Venue: Betsy Ross House Courtyard

Address: 239 Arch St.

Contact Name: Cara Debkowski

Title: Special Events Coordinator

Phone (Day): 215-629-5801 ext 221

Email: cdebkowski@historicphiladelphia.org or events@historicphiladelphia.org

Website: www.historicphiladelphia.org

Contact Venue By: Phone

Shape of Space: Square

Dimensions: Outdoor Courtyard 42'x60' with 12'x14' prep space 8'x16' stage – Indoor Gallery 15'x25'

Seating Capacity: 150-200 Standing

Wheelchair Accessible: Yes

Fire Code Capacity: Contact venue

Bathroom Accessible to Audience: Depends on time

Bathroom Accessible to Artist: Yes

Dressing Room Available: No

Preferred Genre in Venue: Family oriented, shorter pieces would be better

Equipment Available in House: Stage, seating, table, electric

Notes: They do not have chairs, but there are about 25 outdoor seats. There is no place for info or posters to be placed.

Venue: Brickbat Books (Blog spot)

Address: 55 N. 2nd St.

Phone: 215-592-1207

Contact Venue By: Phone

Shape of Space: Rectangular

Dimensions: Contact Venue

Seating Capacity: 2 small spaces; 10 and 15-20

Wheelchair Accessible: No

Fire Code Capacity: Contact Venue

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: Any

Equipment Available in House: Chairs and tables

Notes: The space is handicapped accessible, however, the audience members would have to go through the back room. Posters and info on the show are allowed to be placed in the space.

Venue: Book Trader, The

Address: 7 N 2nd St.

Phone: 215-925-2080

Contact Venue By: Phone

Shape of Space: Rectangular

Dimensions: 25'x 25'

Seating Capacity: 50

Wheelchair Accessible: No

Fire Code Capacity: Contact Venue

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: No

Preferred Genre in Venue: Quiet: A reading, spoken word, magic, poetry

Equipment Available in House: Chairs.

Notes: There is not room for many props. There is no room to change unless you put up a curtain. A flyer about your show is allowed to be placed in the window.

Venue: Café Ole

Address: 147 North 3rd St.

Phone: 215-627-2140

Venue: Café Nola

Address: 414 S 2nd Street

Phone: 215-574-1687

Venue: The Clay Studio

Address: 137-139 N 2nd Street, Philadelphia PA 19106

Contact Name: Christopher R. Taylor

Title: President

Phone: 215-925-3453 X 12

Fax: 215-925-7774

Contact Venue By: ctaylor@theclaystudio.org

Shape of Space: Varied – mostly long narrow spaces or intimate squares / studios

Dimensions: Varied – Total building is 17,000 sq. ft, but broken into smaller spaces on 4 floor Also an outside parking lot beside the facility – approx 20 x 80

Seating Capacity: Varied – but a much more intimate space, for sure – approximately 50 chairs in house

Wheelchair Accessible: First floor gallery space, yes. Upper floors only by freight elevator

Fire Code Capacity: Depending on floor

Bathroom Accessible to Audience: Yes – two unisex per floor

Bathroom Accessible to Artist: Yes – two unisex per floor

Dressing Room Available: Makeshift / Other floor or other room possible

Preferred Genre in Venue: As an active and living studio – prefer to have minimal interruption of spaces outside of performance times (few sets or major equipment). We're happy to work out something with a flexible team.

Equipment Available in House: Electric throughout/ Ceramic Art Studio / 50 chairs / 4 ladders / 7 - 8' tables / in-house music system / projector / screen / gallery and studio spaces

Venue: Franklin Fountain Ice Cream Saloon, The

Address: 116 Market St.

Phone: 215-627-1899

Email: events@franklinfountain.com

Website: www.franklinfountain.com

Contact Venue By: E-mail or Stop By

Shape of Space: Rectangular

Dimensions: 11' x 20' plus outdoor sidewalk – 9' x 60'

Seating Capacity: Less than 20

Wheelchair Accessible: Yes

Fire Code Capacity: Contact Venue

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: All

Equipment Available in House: Tables and chairs

Notes: They would maybe allow artists to place information and posters about their show in the space.

Venue: Independence Park Hotel

Address: 235 Chestnut St.

Phone: 215-922-4443

Website: www.independencparkhotel.com

Contact Venue By: E-mail or Phone

Shape of Space: Rectangular

Dimensions: 26'x17' (542 sq. ft.) and 38'x14'(442 sq. ft.)

Seating Capacity: 20-50

Wheelchair Accessible: Yes

Fire Code Capacity: Contact Venue

Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: All
Equipment Available in House: Tables and chairs
Notes: Info and posters are allowed to be placed in the space. They can also offer Hotel Accomodations.
Venue: Independence Seaport Museum
Address: 211 S. Columbus Blvd.
Contact Name: Janelle Carter
Title: Manager of External Affairs
Phone: 215-413-8613
Email: janelle@phillyseaport.org
Website: www.phillyseaport.org
Contact Venue By: E-mail or Phone
Shape of Space: Concert Hall
Seating Capacity: 530
Wheelchair Accessible: Yes
Fire Code Capacity: 530
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: Contact Venue
Equipment Available in House: Tables, chairs, some sound and lighting
Notes: Also have a catering space for receptions
Venue: Khyber Pass Pub
Address: 56 S 2nd St
Phone: 215-238-5888
Venue: MYX Gallery
Address: 15 S 3rd St Suite 200
Contact Name: Josette Bonifano
Title: Executive Director
Phone: 267-228-4092
Venue: National Museum of American Jewish History
Address: 101 South Independence Mall East
Contact Name: Ellen Weiss
Title: Public Relations Manager
Phone: 215-391-4638
Fax: 215-923-0763
Email: eweiss@nmajh.org
Website: www.nmajh.org
Contact Venue By: Phone or E-mail
Shape of Space: Square
Dimensions: Multiple spaces
Seating Capacity: Theatre 200
Wheelchair Accessible: Yes
Fire Code Capacity: Contact Venue
Bathroom Accessible to Audience: Yes
Dressing Room Available: Possibly
Preferred Genre in Venue: All; nothing inappropriate for a synagogue

Equipment Available in House: Limited to a table or two, some chairs

Notes: This info applies to their synagogue space. They also have an outdoor area available, which artists have used, but there they can offer very little support (no chairs, no electric). Info and posters may be placed on a limited basis. If given enough time, Jay can promote shows via their e-mail list. In all instances, no Friday night shows, no Saturday morning/afternoon shows. Saturday night shows must begin after Shabbat. No performances during the High Holidays.

Venue: Old City Coffee

Address: 221 Church Street

Phone: 215-629-9292

Venue: Old City Streets

Address: 231 Market St

Phone: 215 – 592-7929

Venue: O'Neals Pub

Address: 611 S 3rd Street

Phone: 215-574-9495

Venue: Painted Bride Art Center

Address: 230 Vine Street

Phone: 215-925-9914 info@paintedbride.org

Venue: Philadelphia Capoeira Arts Center

Address: 1213 Race Street

Phone: 215-601-9117 ascabdoutor@aol.com

Venue: Philadelphia International Institute Gallery

Address: 242 Race Street

Contact Name: Margaret Bercynski

Title: Owner

Phone: 215-512-1022 info@piigallery.com

Venue: Pierre's Costumes

Address: 211 N. 3rd St.

Phone: 215-925-7121

Website: www.costumers.com

Contact Venue By: E-mail or Phone

Shape of Space: Square

Dimensions: 13' x 22'

Seating Capacity: 20 - 50

Wheelchair Accessible: No

Fire Code Capacity: Contact venue

Bathroom Accessible to Audience: No

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue: Spoken Word

Equipment Available in House: None

Notes: Info and posters are allowed to be placed in the space. Costuming available.

Venue: Power Plant
Address: 233 North Bread Street
Contact Name: Chris Meck
Title: Owner/Event Manager
Phone: 215-592-8775
Email: chris@powerplantproductions.com
Website: http://www.powerplantproductions.com/ppp_basement.html
Contact Venue By: email

Shape of Space:

Dimensions: 103' x 20'/40' (*see layout*)

Seating Capacity: Depends on set

Wheelchair Accessible: no

Fire Code Capacity: 100

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: Yes

Preferred Genre in Venue:

Equipment Available in House: 18 Par can 64's, Trusses

Notes: Power Plant Basement

Basement Photos:

http://powerplantproductions.com/ppp_basement/

http://www.powerplantproductions.com/bang/content/_5688356888_large.html

Building History:

Power Plant Productions was the home of the Wilbur Chocolate Factory from 1887 – 1930, producing the world famous Wilbur Chocolate Bud.

Basement Stats:

5000 sq.,

A blank canvas with wide-open space and nooks and crannies,
15 ft. ceilings,

All concrete construction.

Parking Lot right across the street on 2nd Street.

Venue: Powel House Museum

Address: 321 S 4th Street

Contact Name: Jonathan Burton

Title: Executive Director

Phone: jburton@philalandmarks.org 215 – 925 - 2251

Shape of Space: ballroom and garden

Seating Capacity: 75 in ballroom, 100 with garden

Venue: Society Hill Dance Academy

Address: 409 S 2nd Street

Phone: 215-574-3574

Seating Capacity: 15

Venue: Society Hill Playhouse

Address: 507 S 8th Street

Phone: 215-923-0210

Venue: Spirit Wind Performace Space (behind the painted bride)

Address: 213 New St.

Phone: 215-668-9998

Shape of Space: Rectangular

Dimensions: 90'x40'
Seating Capacity: 100
Wheelchair Accessible: No
Fire Code Capacity: 100
Bathroom Accessible to Audience: Yes
Bathroom Accessible to Artist: Yes
Dressing Room Available: Yes
Preferred Genre in Venue: All
Equipment Available in House: Yes
Venue: Tall Ship Gazela
Address: 301 S Columbus Blvd
Phone: 215-238-0280 rentals@gazela.org

Seating Capacity: 150
Venue: Twelve Gates Arts
Address: 51 N 2nd Street
Phone: 215-253-8578 info@twelvegatesarts.org
Preferred Genre in Venue: showcase south Asian international arts
Venue: Vivant Arts Collection
Address: 60 N 2nd Street
Contact Name: Florcy Morisset
Phone: 310-612-4636 info@vivantartscollection.com
Venue: Voices and Visions Bookstore
Address: 111 S Independence Mall East
Phone: 215-625-4740

South Philadelphia Venue List

Venue: Studio X, at Theatre Exile
Address: 1340 S. 13th Street 19147
Contact Name: Dani Rose
Title: Managing Director
Phone: 2152184022
Email: danirose@theatreexile.org
Website: www.theatreexile.org
Contact Venue By: 07/01/2014
Shape of Space: black box, with proscenium seating set up
Dimensions: 28x25x12
Seating Capacity: 50
Wheelchair Accessible: yes
Fire Code Capacity: 50
Bathroom Accessible to Audience: unisex/wheelchair ready
Bathroom Accessible to Artist: same as audience
Dressing Room Available: non-traditional space, for additional fee
Preferred Genre in Venue: none
Equipment Available in House: basic lighting and sound systems. air conditioning & fans
Notes: Shared space with other groups, must have flexible show times and quick setup/strike, must work with house lighting system. Base rate for fringe begins at \$350 per week.

Venue: The Adobe Café

Address: 1919 E Passyunk Ave

Phone: 215-551-2243

Venue: The Church of Crucifixion

Address: 620 S 8th Street

Phone: 215-922-1128 belong@crucifixionphiladelphia.org

Venue: Chi Movement Arts Center

Address: 1316 S 9th Street

Contact Name: Jessica Warchal-King, Linda Reznik

Phone: 267-687-3739 jessica@kunyanglin.com, lreznik@rivercityartists.com

Venue: The Dive Bar

Address: 947 E Passyunk Ave

Phone: 215-465-5505

Venue: Fleisher Art Memorial

Address: 719 Catherine Street

Contact Name: Grisha Zeitlin

Phone: 215-922-3456 gzeitlin@fleisher.org

Venue: Hodge Podge Arts

Address: 1212 South Street

Phone: hodgepodgephilly@gmail.com

Venue: Gateway Communities Clubhouse or Tennis Court if outdoors

Address: 3900 Gateway Drive, Philadelphia PA 19145

Contact Name: Marva Brown

Title: Leasing Manager

Phone: 215-463-5566

Fax: 215-463-2495

Contact Venue By: Email @ mbrown@comehometolindy.com or phone @ 215-463-5566

Shape of Space: Square

Dimensions: 30X26

Seating Capacity:

Wheelchair Accessible: Yes

Fire Code Capacity:

Bathroom Accessible to Audience: Yes

Bathroom Accessible to Artist: Yes

Dressing Room Available: No, but model apartment could possibly be used

Preferred Genre in Venue: open

Equipment Available in House: none

Venue: L'etage

Address: 625 Bainbridge Street

Contact Name: Leslie

Phone: 215-592-0656 mail.beaumonde@gmail.com

Preferred Genre in Venue: cabaret style

Venue: O'Neals Pub

Address: 611 S 3rd Street
Phone: 215-574-9495
Venue: Mask and Wig Club Nedgers Theater
Address: 310 S Quince St
Contact Name: Kate Rice
Title: Club Manager
Phone: 215-716-7378 housemanager@maskandwig.com
Seating Capacity: 120-200
Wheelchair Accessible: yes
Bathroom Accessible to Audience: yes
Venue: The Rock School for Dance Education
Address: 1101 S Broad Street
Phone: 610-431-4321 baldwinm@therockschool.net
Venue: Shiloh Baptist Church
Address: 2040 Christian Street
Contact Name: Peter Woodall
Title: Outreach Director
Phone: 215-735-2089 pwoodall@hiddencityphila.org
Venue: Shivtei Yeshuron-Ezras Israel
Address: 2015 S 4th Street
Phone: info@thelittlelshul.org
Venue: Shubin Theater
Address: 407 Bainbridge Street
Contact Name: Denise Shubin
Title: Executive Director
Phone: 215-592-0119
Venue: Spirit Wind Internal Arts
Address: 8th & Catherine St., 1420 Walnut St
Contact Name: Sifu Chik Qadir Mason, Sifu Josh Brown
Phone: Chik Qadir Mason 716 – 348 – 6679 chik.spiritwind@gmail.com
Josh Brown 215 – 668 – 9998 taichione@verizon.com
Venue: Studio A Philly
Address: 1418 S Darien Street
Phone: 267-319-1262 info@studioaphilly.com
Preferred Genre in Venue: multimedia arts facility, used for recording and film/photography events
Venue: Sun Center Studio
Address: 250 N Commerce Dr
Phone: info@suncenterstudios.com 610-492-7600
Venue: Theatre Exile
Address: 1340 S 13th Street
Contact Name: Dani Rose
Phone: 215-218-4022 danirose@theatreexile.org
Dimensions: 1300 sq ft
Seating Capacity: 50

Preferred Genre in Venue: plan 4 months in advance
Venue: Torrent Collective
Address: 989 S 8th Street
Phone: brianbagiz@hotmail.com

Northern Liberties Venue List

Venue: Latvian Society
Address: 531 N 7th Street
Phone: 215-922-9798 blbphilly@gmail.com

Dimensions: 1200 sq ft
Seating Capacity: 150-200

Wheelchair Accessible:
Preferred Genre in Venue: proscenium stage

Venue: Liberty Lands Park
Address: 926 N American St
Contact Name: Janet Finegar / Liz Reed

Title: Co-coordinators

Phone: 215-627-6562

Venue: Philadelphia Glass Works
Address: 908 A N 3rd Street
Phone: 215 – 627 - 3655 www.phillyglassworks.com

Venue: Project Gallery
Address: 629 N 2nd Street
Phone: info@projectsgallery.com 267-303-9652

Venue: Ruba Club Studios
Address: 416 Green Street
Phone: 215-627-9831

Preferred Genre in Venue: cabaret bar, ballroom theatre, theatrical stage

Venue: The Trestle Inn
Address: 339 N 11th Street
Phone: 267-239-0290 goodtimes@thetrestleinn.com

Preferred Genre in Venue: whiskey go-go bar, burlesque, cabaret

Venue: Viaduct Greene
Address: 1200 Noble Street

Contact Names: Paul vanMeter and Mark Orr
Email: pvm@viaductgreene.org and mo@viaductgreene.org

Preferred Genre in Venue: outdoor infrastructure along the green areas of the railroad

Venue: Underground Arts
Address: 1200 Callowhill Street
Phone: info@undergroundarts.org

Venue: Vox Populi
Address: 319 N 11th Street

Contact Name: Brian Fraser
Title: Events Coordinator
Phone: 215-238-1236 events@voxpathuligallery.org

Fishtown / Kensington Venue List

Venue: Angler Movement Arts Center

Address: 1550 E Montgomery Ave

Contact Name: Katharine Livingston

Title: Founder/Teacher

Phone: katlive@me.com

Venue: Artifact Pictures

Address: 3245 Amber Street

Contact Name: Lisa Fisher

Title: Producer/Director

Phone: 215-425-3721 info@artifactpictures.com

Venue: Bambi Gallery

Address: 1817 Frankford Avenue

Phone: 267-319-1674 info@bambiproject.com

Venue: The Crane School

Address: 1400 N American Street

Phone: 215-232-3203 info@cranearts.com

Venue: Front and Palmer / Feast Your Eyes

Address: 1750 N Front Street

Phone: 215-634-3002 infoF&P@feastyoureyes.com

Venue: The Icebox

Address: 1400 N American St

Phone: 215 – 232-3203 info@cranearts.com

Contact Venue By: phone or email

Shape of Space: multiple spaces

Venue: Invisible Pictures

Address: 1600 N 5th Street

Phone: 267-773-8971 info@invisiblepictures.com

Venue: The Iron Factory

Address: 118 Fontain Street

Contact Name: Lora Allen, Tori Lawerance

Title: Owners

Phone: theironfactory@gmail.com, renttheironfactory@gmail.com

Contact Venue By: email

Bathroom Accessible to Audience: yes

Venue: MAAS Building

Address: 1325 N Randolph Street

Phone: 267-239-2851 info@maasbuilding.com

Venue: Pig Iron School Studio One

Address: 1417 N 2nd Street

Contact Name: Enid Reid Whyte

Phone: 215-425-1100 enid@pigiron.org

Dimensions: Studio One: 1280 sq. ft. (32' X 40'), natural light, high ceilings, wood flooring, grid, two lighting settings, heat/AC. Studio Two: 970 sq. ft (44' X 22'), basement, padded floor laid over hard linoleum, ceilings approx. 8", heat/AC

Venue: Skybox at 2424

Address: 2424 E York St

Phone: 215-925-7676 info@skyboxevents.com

Contact Venue By: phone email

Bathroom Accessible to Audience: yes

Venue: Triangle Theater

Address: 1220 N Lawrence St

Phone: 215-763-0110