

BEDFORD GALLERY RENTAL FEES

	Gallery (includes use of Lederer Art Space)	Lederer Art Space
Capacity	Max 250 (standing)*	Max 40
EVENT PERIOD**		
Corporate (3 hour minimum)	\$800 Includes 1 Gallery Attendant***	\$175 Includes 1 Gallery Attendant***
Non-Profit (3 hour minimum)	\$600 Includes 1 Gallery Attendant***	\$175 Includes 1 Gallery Attendant***
Additional hours thereafter	\$175 Includes 1 Gallery Attendant***	\$75 Includes 1 Gallery Attendant***

*Maximum capacity is dependent on exhibition installation and requires approval by gallery curator. **Events with robust furniture setup require 30 minutes for gallery attendants to set up furniture before renter arrives, to be accounted for in total rental time. ***Number of gallery attendants required depends on capacity and intricacy of the event.

ADDITIONAL SERVICES	(2-hour minimum)
Gallery Attendants	\$25.00/hour
Technician Fee	\$35.00/hour
Set Up/Breakdown Fee (non-BG equip)	\$25.00/hour
Early Closure Fee [^]	\$75/hour
Excessive Cleaning Fee	\$125
ADDITIONAL EQUIPMENT	(per event)
55" Mobile Monitor	\$75.00
Foyer and/or Front Desk Monitors	\$20.00
LCD Projector/Screen	\$75.00
Cordless Mic/Sound System	\$75.00
Chairs (120 available) ^{^^}	\$5/chair
36" Café Table (16 available) ^{^^}	\$20/table
6' Table (6 available) ^{^^}	\$25/table
Podium	\$50.00
Easel	\$5.00/easel

[^]Gallery is open to public Wed-Sun, 12-5 pm. Any rental time falling within these hours will be charged \$75/hr for early closure. ^{^^}Tables do not come equipped with linens. Linens **must** be rented. Table and chair rental fee includes setup/breakdown by gallery attendants.