

SPACE RENTAL

262 University Ave
St. Paul, Mn 55103
www.springboardforthearts.org
[@springboardarts](https://twitter.com/springboardarts)

 **SPRINGBOARD** 
for the arts

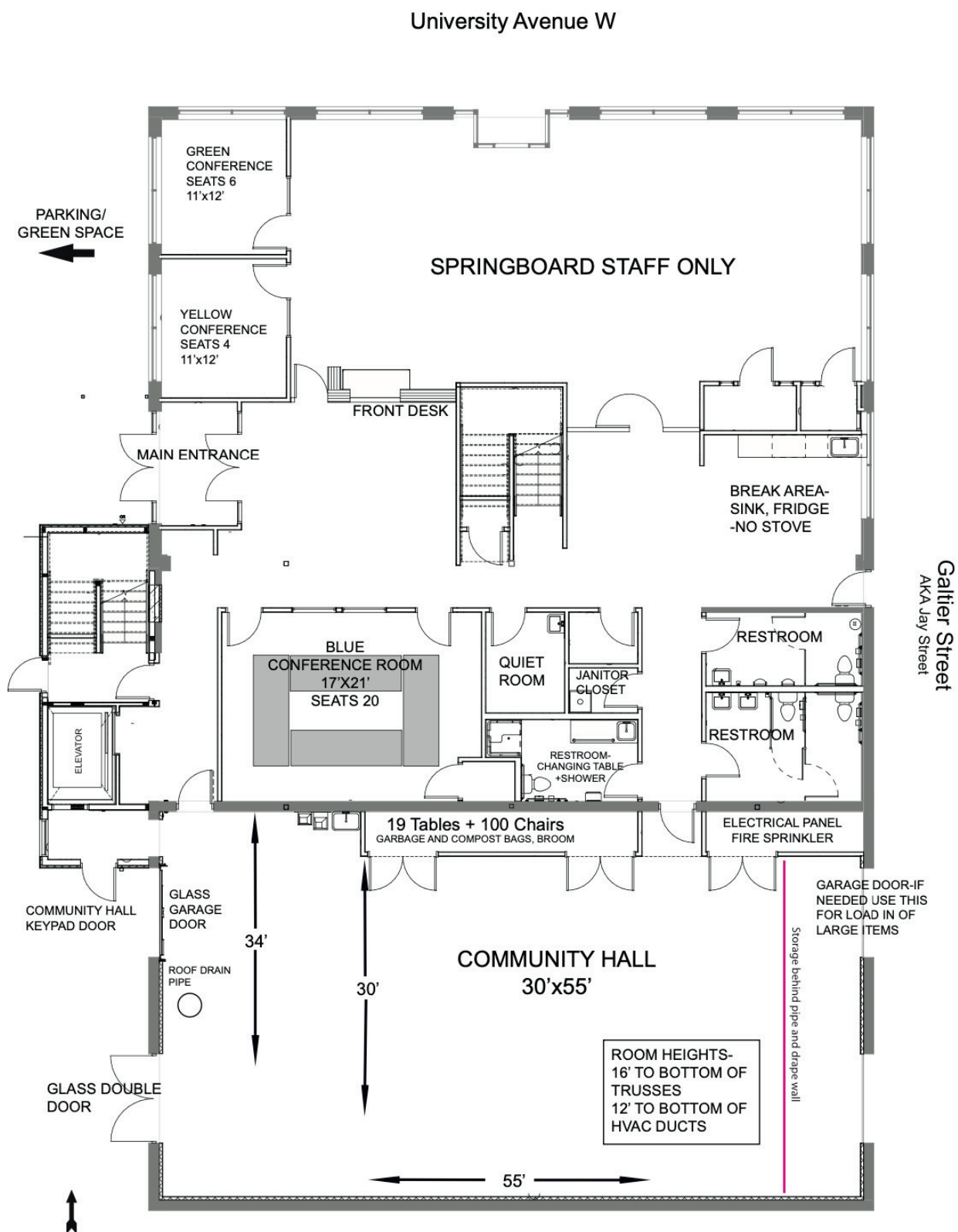
ABOUT SPACE RENTAL



The newly renovated Springboard for the Arts in Saint Paul is open, with unique spaces for community to share, create connections, and spread joy. We also encourage uses of our spaces as a platform for supporting the visibility and economic opportunity of artists and the neighboring communities. We are excited to host – and see you host – events, workshops, and gatherings at our friendly and colorful new home on University Avenue.



FLOOR PLAN : FIRST FLOOR



THE COMMUNITY HALL



The Community Hall is a 2,535 square foot open room with restroom access, equipped with chairs and folding tables, as well as a stage that can be configured. This space is ideal for creative meetings, presentations, or workshops for up to 40 people seated with tables, and 100 seated auditorium-style or standing in COVID-safe configurations.



GALLERY



Markets & Fairs



Presentations



Installations



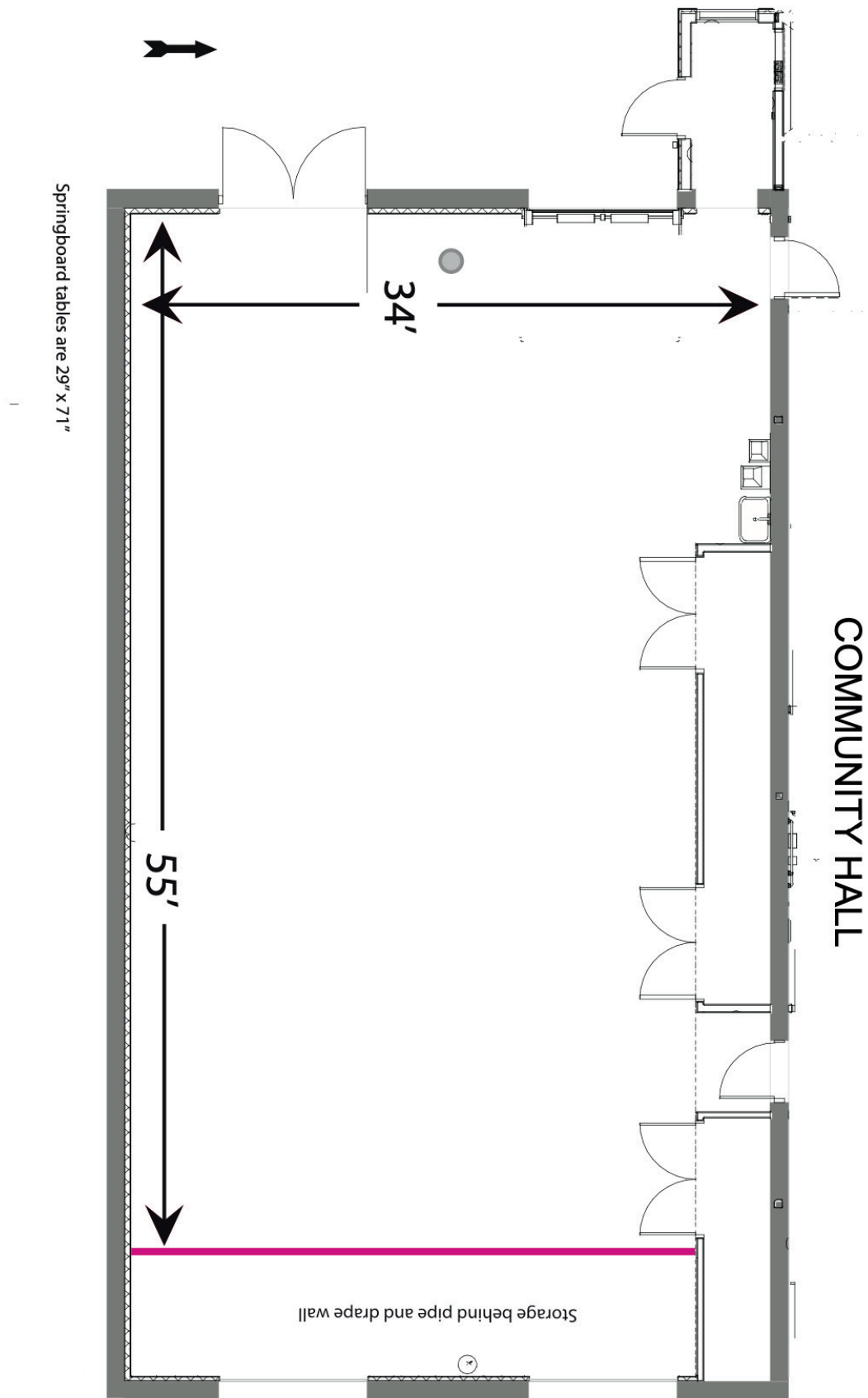
Classes & Workshops



Private Gatherings



FLOOR PLAN : COMMUNITY HALL



THE FRONT YARD



The Front Yard is our entire outdoor green space area, including the patio in front of the building, parking lot, and grass and walking path on our property. This space is ideal for medium to large private and/or public events. It can hold roughly 12-15 10x10ft. tents, 1-2 food trucks, and approximately 150-300 people. Renter must also rent the Community Hall when reserving the Front Yard.



GALLERY



Markets & Fairs



Green Space



Performances



Food Trucks



Community Gatherings



LIGHT RAIL TRACKS



FLOOR PLAN : FRONT YARD

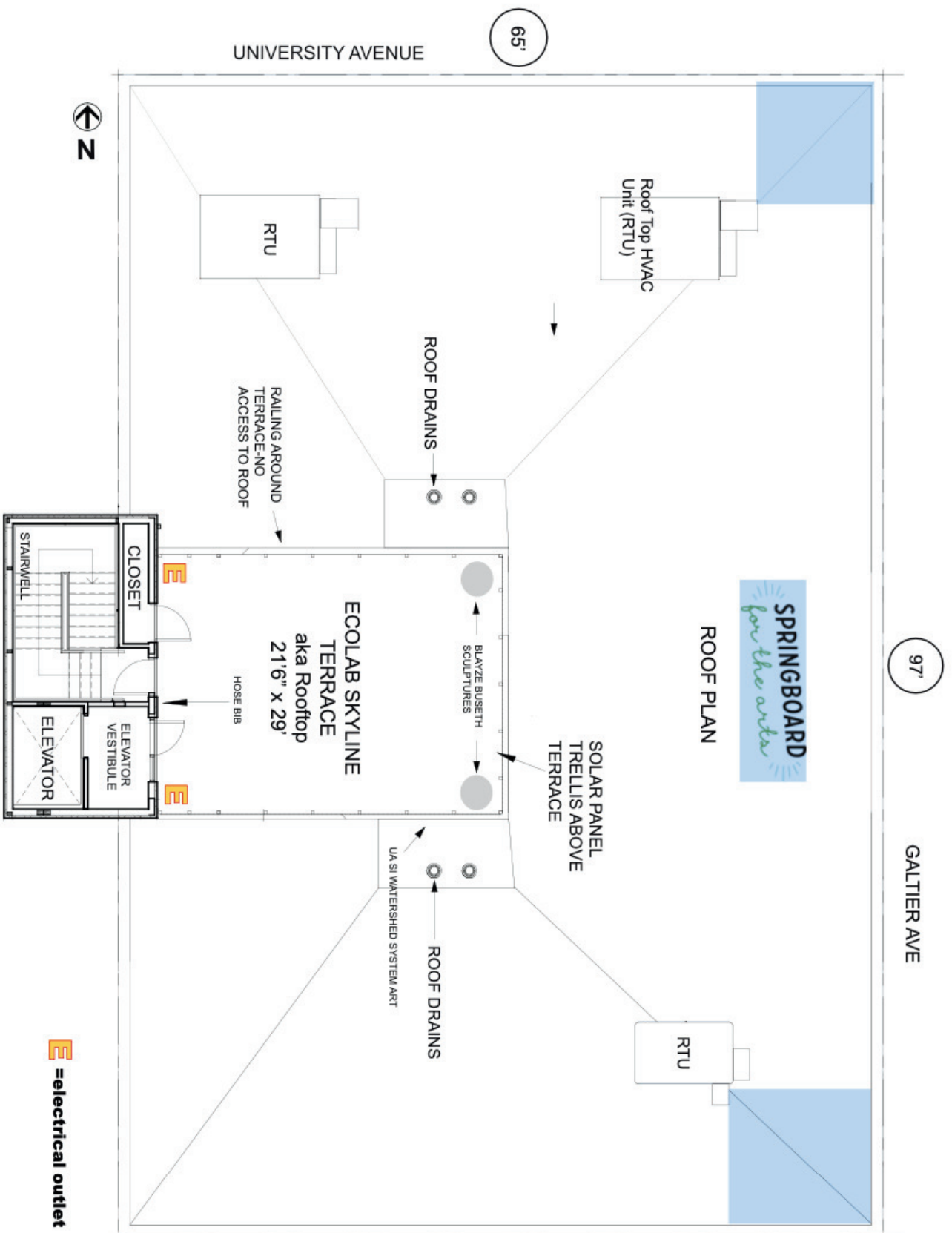
THE ROOFTOP



The Rooftop is a 435 square foot rooftop area with a city view, restroom access, and can be rented for small gatherings, meetings, parties, and creative activities. It can hold approximately 30 people standing or 20 seated in COVID-safe configurations.



FLOOR PLAN : ROOFTOP



GALLERY



Small Group Activities



Quiet Space



Private & Community Gatherings



FREQUENTLY ASKED QUESTIONS

- **What are your rental rates?**
 - \$50/hour for small organizations or individual artist use.
 - \$100/hour for large organizations or for-profit use.
- **What are your space booking hours?**
 - **You can submit an inquiry form to book space** Monday through Sunday, 10am-10pm. Springboard staff aims to respond to booking requests within 4 business days.
- **How long can I rent space for?**
 - All rentals have a 4-hour minimum, inclusive of set-up and take-down.
 - You are welcome to book space for multiple days as they are available on our calendar.
- **What are my responsibilities when booking space?**
 - Renters are responsible for the operation of P.A. system, projectors, lights, etc. needed during the entirety of their event.
- **How soon can I book space at Springboard?**
 - You are welcome to send us a booking request anytime during the year, but Springboard prioritizes bookings 1-month in advance.

Ready to book space at Springboard? Send us an inquiry form at:
https://springboardforthearts.formstack.com/forms/rental_inquiry

*Springboard is committed to improving access to our programs and services for all persons. If you have questions or need assistance with completing , call **Peter Thompson** at 651-789-0679 or email 262space@springboardforthearts.org.*