



RENTAL RATES

Masters Thesis and Student Exhibitions

\$45/day with 6 consecutive days minimum

Must provide proof of insurance. Rent includes full use of kitchenette services for opening and/or closing reception. Allow adequate time for setting up (up to 1 full day), taking down and cleaning the space (approx. 3 hours) as these hours are part of the rental time. The Pond's main building is open and free to the public Mon-Sat 10am-5pm. The Penny Gallery is visible through a clear glass door to The Pond lobby entrance but will only be unlocked and open to the public when staffed by a representative for the exhibit. No sales commissions are charged for any works sold from these private exhibits unless processing the sale through the gallery is necessary to complete transactions.

Private Exhibitions (solo or group exhibitions)

\$95/day with 6 consecutive day minimum

Must provide proof of insurance. Rent includes full use of kitchenette services for opening and/or closing reception. Allow adequate time for setting up (up to 1 full day), taking down, and cleaning the space (approx. 3 hours) as these hours are part of your rental time. The Pond's main building is open and free to the public Mon-Sat 10am-5pm. The Penny Gallery is visible through a clear glass door to The Pond lobby entrance but will only be unlocked and open to the public when staffed by a representative for the exhibit. No sales commissions are charged for any works sold from these private exhibits unless processing the sale through the gallery is necessary to complete transactions.

Pop-Up Sales and Exhibits (for solo artists only)

Pop Up Sale: \$30/day one day only

Pop Up Exhibit: \$75 for 2-5days

Must provide proof of insurance. Artist must be present at all times, gallery will not handle sales. The gallery will open and close according to your desired pop-up schedule within regular gallery hours (Mon-Sat 10am-5pm). Set up and tear down are to be within the 10am-5pm timeframe and within the 5 day rental period. Allow for adequate time for set up (1-2 hours) and tear down (1 hour).

Event Rental (parties, meetings, etc.) Monday thru Saturday only

10am-5pm \$75/hour with 3 hour minimum

5pm-9pm \$95/hour (must be cleaned up and out by 9pm)

Must provide proof of insurance. Rent includes full use of the kitchenette services. Please allow adequate time for setting up (1 hour), taking down, and cleaning the space (1 hour) as these hours are part of the rental time. Free recycling is available for Carlisle Borough-approved items. The Penny Gallery is limited to 40 people in attendance with additional outdoor space for additional 45 people when weather permits. Additional items such as tables, tablecloths, chairs, etc. are available for additional fees.

NOTE: The Gallery is not available Sunday. All event and rental times include set up and tear down, which must fall within the 10am-5pm, Monday through Saturday window. If your event/exhibition/pop-up requires, the Gallery can be available after 5pm for additional fees.