



The Req Room is named after the magical, ever-changing, and always helpful "Room of Requirement" from the Harry Potter novels. The room seats about 50 people with just chairs. We have 50 matching chairs and 10 or more others. The chairs can also be stacked aside for a full open space.

The room is excellent for listening room concerts, meetings, workshops, classes, jams and more.

Chairs can be set up in any arrangement. If you want to reserve part of the room for dancing or set up tables that is at your discretion. We have four 6-foot tables. All communications regarding rental should be made with Chris Seepersaud at 954-303-5309 or seepstudios@gmail.com

RENTER FAQ

PRICING

\$50 - \$175 depending on the type of event. Discuss with Seep and depending on length of time needed, if the event is ticketed, and how much rearranging of sound equipment is necessary will inform the cost of the rental.

PAYMENTS ACCEPTED

Check (cash not preferred)
CashApp: \$SeepStudios
Venmo: \$SeepersaudStudios
PayPal: seepstudios@gmail.com
Zelle: 954-260-9699

*** The Req Room can theoretically be used at any time, including hours Blue Tavern is open! Concert times are a little trickier. ***

TIMES & DAYS AVAILABLE FOR NON-BLUE TAVERN DIY CONCERTS

Mondays - anytime until 10pm
Saturdays - anytime before 4pm
Sundays - anytime until 11pm

OTHER TIMES are POSSIBLE TO COORDINATE WITH SEEP FIRST and then BLUE TAVERN STAFF

-Tuesday through Saturdays - 5pm to 10pm must be coordinated with Carrie Hamby 850 264-6916

-Rental of the room is through Seepersaud Studios/The Req Room

-Ticket prices, cover charges, etc. are yours to set and keep 100%

CONCERT STIPULATIONS:

You get complete use of the room from 6pm onward, including restroom/green room, PA, with conditions.

Off-limits areas include curtained off areas on the west end of the room. Those are being rented by other users and should not be used for storage at any time unless explicit permission is granted.

-Piano, mic stands, music stands, guitar and bass amplifiers can be used.

-PA Equipment is provided; however renters must use their own sound engineer.

-We can provide a sound person for \$150 or more at the engineer's discretion.

-Renters must provide their own "door person" and point-of-sale if charging a cover.

-If you want to have Blue Tavern staff be responsible for ticketing Blue Tavern would keep 25% of the money collected. This service is based on availability. Contact Carrie Hamby: 850-264-6916

FOOD & DRINK STIPULATIONS:

Do not use the Blue Tavern fridge or kitchen. Bring your own cooler.

Beer & wine are available next door at Blue Tavern and will be available during BT open hours. The BT will be available for people to hang out, use the extra restroom, mingle in the courtyard, etc.

Renters can request BT bar on non-business hours subject to availability.

Sealed beer & wine containers purchased at Blue Tavern may be consumed at the Req Room.

Food & Drink policies are conditional on time of use and will need to be agreed on by Chris Seepersaud.

When Blue Tavern is open you may not BYOB.
When Blue Tavern is closed you may BYOB.

IMPORTANT NOTICE: *You may never *sell* alcohol inside the Req Room. This is illegal.*

SETUP & CLEAN-UP

OPENING LIST

- * IF public event: Make sure the back door (North side of back wall) is open for emergency exit, but keep curtain pulled.
- * Turn outside front light on (switch is in SE corner of the room)
- * Check to make sure trash liners are in all cans and locate recycle containers for bottles and cans.
- * No flammables. Use the essential oil diffuser if necessary. Oils under mixer.
- * Please do not open the top of the piano and respectfully use or move the drumset without harming it.

CLOSING LIST

- * Clean up any big spills; cleaning supplies are next to the back door. Turning on overhead fluorescent lights will help with cleaning. Light switches are in the SW corner of the room near the bathroom.
- * Collect all trash and recycling, seal bags and place containers outside the back door on the landing.
- * Make sure the bathroom is relatively clean for the next users.
- * All sound equipment should be turned off, and all instruments, gear, etc. should be left as you found it (e.g., don't dismantle the drum kit unless you can put it back together at the end of your event). Please don't move piano. We will move it. To turn on: mixer THEN floor power amp. To turn off: floor power amp THEN mixer.
- * HVAC: In summer, AC should be left at 80 with fan on AUTO. In winter, HEAT should be set at 65 with fan on AUTO. If not sure, leave the system off/fan AUTO.
- * Double check that the back door is locked AND latched.

* Turn off ALL lights except for the floor lamp. (Switches in SW and SE corners of the room.)

LOCKING THE FRONT DOOR - Done by user, room manager, or ask bartender at BT to borrow the key.

-Locking: clockwise

-Unlocking: counterclockwise

CHAIRS - room manager and users will need to communicate needs regarding how the chairs are left for the next users; either stacked or neatly arranged. *Please carefully align chairs when stacking, to minimize wear & tear.*