



City of Miami Beach, Cultural Affairs Program, Cultural Arts Council  
1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)

**COLONY THEATRE RENT WAIVER GRANT APPLICATION  
MIAMI BEACH CULTURAL ARTS COUNCIL LIVE THEATER INCENTIVE PROGRAM**

On February 10, 2016, the Mayor and Commission of the City of Miami Beach approved a rental fee waiver grant program for the Colony Theatre with the specific purpose of incentivizing live theater in Miami Beach. Grants will cover not-for-profit theater rental fees for up to four days per week and are available only for live dramatic productions. Dance, music, stand-up comedy, cabaret, burlesque and film screenings are not eligible for this grant. Grants will be administered by the Tourism and Culture Department following review and recommendation by the Miami Beach Cultural Arts Council.

Date of Request \_\_\_\_\_

Name of Event \_\_\_\_\_

Date(s) of Event \_\_\_\_\_ Time of Event \_\_\_\_\_

Non-Profit 501c3 Organization Name (Lessee): \_\_\_\_\_  
*Name as it appears in articles of incorporation*

Federal ID# \_\_\_\_\_

Executive Director \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Does your organization have an outstanding balance with the Colony Theatre or any other City facility Department or Agency? Yes \_\_\_\_\_ No \_\_\_\_\_

Total event budget \_\_\_\_\_

List all other event sponsors \_\_\_\_\_

Ticket prices \_\_\_\_\_

Number of FREE or DISCOUNT RATE tickets for Miami Beach Residents \_\_\_\_\_

What is the Discount Rate if applicable? \_\_\_\_\_

1. Description of event: Please include title of play, author, director, designer, cast members and other credits where appropriate (such as composer, lyricist, choreographer, etc). Attach brief bios of key personnel. Provide a brief synopsis of the play and any pertinent history of the production.

2. Target Audience:

3. Marketing Plan:

4. Brief History of Organization:

**REQUIRED ATTACHMENTS – please attach as indicated to the application and all application copies.**

- ✓ A copy of your 501(c)(3) letter of determination, dated within the past two years. Updated letters can be obtained from the Internal Revenue Service via fax and mail at 1-877-829-5500.
- ✓ Most recent audited financial statement or IRS Form 990.

**CERTIFICATION / SIGNATURE**

I certify that all information contained in this application and attachments are true and accurate, and that I am authorized by the applicant hereto to execute this application.

Name \_\_\_\_\_ Title \_\_\_\_\_  
(Please Print)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE SUBMIT COMPLETED APPLICATION WITH REQUIRED ATTACHMENTS TO:**  
[sandraschoenlank@miamibeachfl.gov](mailto:sandraschoenlank@miamibeachfl.gov)

**Sandra Schoenlank, *Cultural Affairs Grants and Operations Administrator***  
**City of Miami Beach, Department of Tourism and Culture**  
**1700 Convention Center Drive**  
**Miami Beach, FL 33139**

PLEASE NOTE: Any changes to the event details on page 1 (tickets prices, dates, discounts, etc.) must be approved in writing prior to the event. Failure to secure approval will result in revocation of the Waiver. An organization may apply more than once per calendar year. This Grant covers not-for-profit rental fee rates for up to four days per week and is available for multiple-week runs. Grants will be administered by the Tourism and Culture Department following review and recommendation by the Miami Beach Cultural Arts Council.

All funded activities must provide equal access and equal opportunity in employment and services and may not discriminate on the basis of disability, race or ethnicity, color, creed, national origin, religion, age, gender, or sexual preference, in accordance with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Title IX of the Education Amendments of 1972 as amended (42 U.S.C. 2000d et seq.), the Americans with Disabilities Act (ADA) of 1990, and Section 504 of the Rehabilitation Act of 1973.

Grantees must include the city logo in all marketing and publicity materials, as well as the following credit line when possible in all promotional and marketing materials related to this grant including news releases, public announcements, press releases, print and broadcast media: “With the support of the City of Miami Beach Cultural Affairs Program, Cultural Arts Council, and the Miami Beach Mayor and City Commissioners.” Failure to include the credit line and/or logo will result in revocation of the Grant.

The City of Miami Beach provides equal access and equal opportunity in employment and services and does not discriminate on the basis of race or ethnicity, color, creed, national origin or religion, age, gender, sexual preference, in accordance with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Title IX of the Education Amendments of 1972 as amended (42 U.S.C. 2000d et seq.). The City of Miami Beach Department of Tourism, Culture and Economic Development, Cultural Affairs Program, supports and advocates compliance with the requirements of the Americans with Disabilities Act (ADA) of 1990, and Section 504 of the Rehabilitation Act of 1973 which prohibit discrimination on the basis of disability.

