



VICTOR R. SMALL HOUSE RENTAL INFORMATION

Thank you for considering the Victor R. Small House for your upcoming event. Operated by the Sampson Arts Council, the historic home serves as a welcoming venue for a wide range of both public and private gatherings. Located in the heart of Clinton, the Victor R. Small House offers a unique and charming setting for meetings, receptions, art exhibitions, cultural programs, weddings, and special events. As the home of the Sampson Arts Council, the space also supports arts-focused programming that enriches the cultural life of our community and attracts visitors to Sampson County. We are proud to share this distinctive venue and hope it provides the perfect backdrop for your special occasion.

TO RESERVE THE VICTOR R. SMALL HOUSE

FOR RESERVATIONS: Contact the Rental Coordinator at (910) 596-2533 for the availability of your desired date. Only one event per day, between 9:00am and 11:00pm can be scheduled. **Because the Victor R. Small House is a historic site you may find restrictions you do not encounter elsewhere.**

RENTAL FEES: 4 HOUR MINIMUM (not including security deposit, house manager or security personnel)

Monday - Thursday: (Non-Member \$85/Hour) Member \$75/hour

Friday - Sunday: (Non-Member \$100/Hour) Member \$80/hour

****Holiday's (Non-Member \$125/Hour) Member \$100/hour**

****Holidays include:** New Year's Eve, New Year's Day, MLK Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day or Veteran's Day.

Refundable Security Deposits:

\$250 (Non-Alcohol Events – Members & Non-Members)

\$500 (Non-members or Alcohol Events)

House Manager:

\$24/Hour (Hours 1-8) with four hour minimum)

\$28/Hour (Hours 9+)

****\$28/Hour Holiday (Hours 1-8) with four hour minimum)**

****\$30/Hour Holiday (Hours 9+)**

Security Personnel Rate:

\$30/Hour (Four Hour Minimum)

****\$35/Hour (Holiday four hour minimum)**

TENT FEE: \$100 fee for placing one or more tents on the property is required.

FEE SCHEDULE: A Security Deposit is required to reserve or hold all rental dates. Reservations are NOT confirmed until this deposit is received. **The full rental fee for ALL services provided is due 14 business days before your event.** Your completed rental information page, application, rental policies agreement, noise permit (if applicable) and signed release forms relieving the Sampson Arts Council-Victor R. Small House of any liability and/or damage must be completed to confirm all dates. **The Victor R. Small House will not temporarily hold dates.**

CANCELLATIONS: All cancellations must be received in writing and must be submitted to the rental coordinator no later than 90 days prior to the event date, at which time a full refund of the deposit shall be made on the 10th of the following month. If such request is made within 90 days of the event date LESSEE shall be released from this agreement, however, **NO REFUND SHALL BE ISSUED.** The Sampson Arts Council-Victor R. Small House reserves the right to require full payment of the entire fee if less than 90 days written notification of such cancellation is given and/or in the event that facility is able to be leased space for that same date and time.