Booking Policies & Agreements

(All of the following policies and agreements are applicable to all events booked by outside Event Coordinators, Promoters, and/or Booking Agents. Please be sure to inform your artists of all applicable venue rules, regulations, and/or policies.)

- All bands booked must be at least 16 years of age.
- All bands MUST use the provided house backline. (See **VENUE BACKLINE**)
- All bands MUST bring breakables and hardware. (ie: snares, pedals, cymbals, heads, instrument cables, etc)
- If an event is host to an artist/performer that is not a band, please let us know.
- Events can be scheduled for the following times:
  MATINEE: 12pm Load In / 1pm-4pm Event Time / Event MUST be clear by 4pm
  EVENING: 5pm Load In / 6pm-10pm Event Time / Event MUST be clear by 10pm
  LATE: 10pm Load In / 11pm-4am Event Time / Event MUST be clear by 4am
- MATINEE shows and EVENING shows are +16 w. ID.
- LATE events are +21 w. ID.
- Payment at the door is determined by you and a Door Person MUST be provided for your event.
- WE DO NOT HOST ONLINE TICKET SALES. If you wish to offer advanced tickets/online tickets, you are responsible for managing those sales.
- The Rental Fee for events are as follows and cover SOUND & SECURITY ONLY:
  MATINEE: $200 / EVENING: $250 / LATE: $300
- ANY AND ALL DECORATIONS FOR AN EVENT MUST BE APPROVED PRIOR TO THE EVENT DATE AND A REFUNDABLE CLEAN-UP FEE OF $200 WILL BE APPLIED TO THE RENTAL FEE.
- The venue is NOT responsible for setting up or taking down ANY decorations, and they must be removed by the event end time. Failure to do so will forfeit the applied Cleaning Fee and it will not be refunded.
- Fees can be paid via Zelle, Venmo, Chase Payment Link (CC/Debit), or Cash.
- The venue does NOT take any percentage of merch sales.
- Food/Drink sales belong to the venue.
- We will request specific promotional materials to add to our Events Calendar and Social Media upon confirmation of booking.

To inquire about booking and availabilities, please email:
OTTERHOUSEBUNKER@GMAIL.COM

Please Note: We are a small business operation. It may take some time to respond to all the emails/messages. We WILL get back to you. Spamming our email or social media inboxes will not get you booked faster, or at all.