



COLLEGE OF LIBERAL & CREATIVE ARTS
1600 Holloway Avenue
San Francisco, CA 94132

Location: CA 123

Scenic Rentals

Creative Arts 123

In order to rent scenery from the SFSU Scene Shop, the renter must have scheduled a rental appointment at least 24 hours in advance.

Rental appointment days and times for Props and Scenery are listed on the School of Theatre & Dance website under Resources>Department Resources.

The renter must come to the scene shop (CA 123) prepared with;

- A rough Groundplan
- At least one other person to help them move the scenery
- Appropriate footwear (No open-toed shoes)

There must be at least 1 individual picking up the scenery who has gone through the Basic Scenic Training Course. This is a 4 hour course provided at the beginning of every semester that covers the basics of creating and reading groundplans, safely moving flats and using jack braces to support flats.

Individuals who have taken THA 310 (Offered F2023-S2025), THA 302 (Offered F2020-S2023) or THA 347 (Offered F2025->) are expected to have experience that is equivalent to or greater than the Basic Scenic Training Course and as such are able to rent scenery without attending the Basic Scenic Training Course.

Upon rental of the scenery, the renter is allowed to paint the scenery, however, they cannot add texture to it. Use of nails is prohibited with rented scenery and will be considered as damage.

Any damages to the scenery will cause the revocation of rental privileges for the individual who was responsible for renting the scenery until the time they can repair/resupply the stock that was damaged.

To request an appointment in the scene shop or to Request the Scenic Training Course, please email propshop@sfsu.edu



SAN FRANCISCO
STATE UNIVERSITY

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I, _____, have received, read, understood, and agree to follow the Scene Shop Policies. I agree that if I violate any of these guidelines that my privilege to rent or borrow Scenery from the SFSU Scene Shop can either be temporarily suspended or rescinded indefinitely. I agree to listen to the Scene Shop Supervisor and/or Attendant while in the shop, and to take care of scenery when it is in my possession.

Signature

Date

Department, School, or Organization

Scene Shop Supervisor

Date