



FACILITIES RENTAL GUIDE

2026

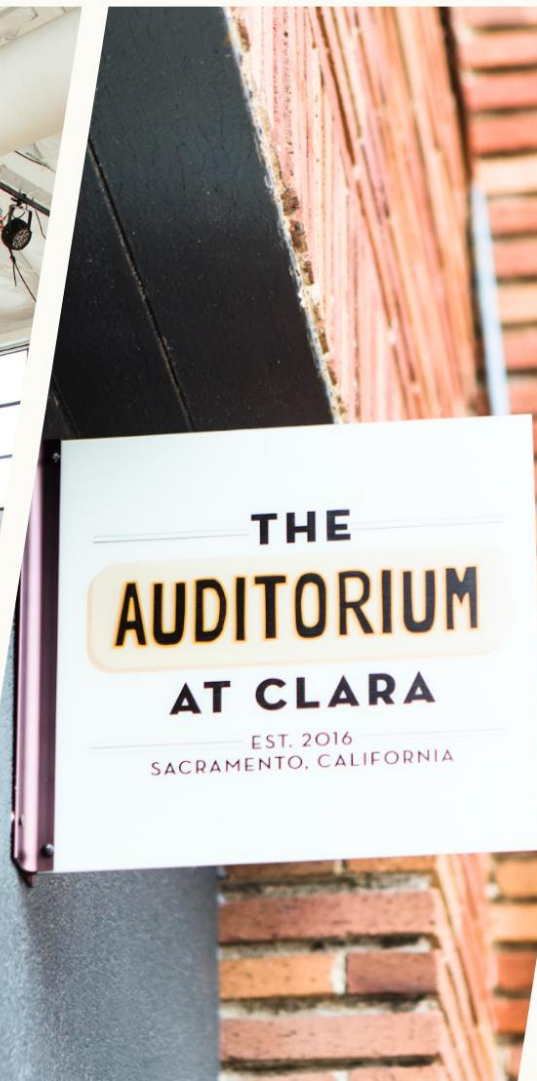


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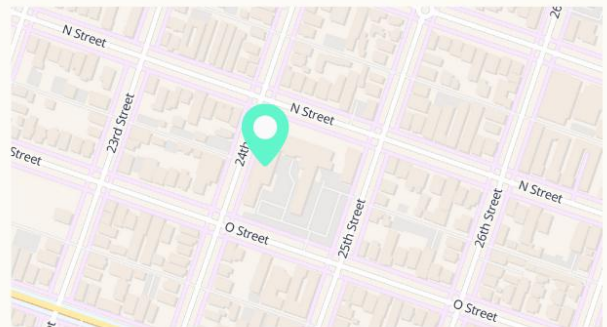
WELCOME

CLARA is an arts and education center that provides permanent administrative and classroom space to six cultural organizations in our community, and affordable event and rehearsal space to countless more! By hosting your next event at CLARA, you'll be connected to Sacramento's incredible artistic community -- and ensure a great event.

LOCATION

Conveniently located in midtown Sacramento on the corner of N and 24th Street:

**2420 N Street
Sacramento, CA 95816**



PARKING

CLARA offers **free parking** in our onsite lot, with ample six-hour free street parking available on the surrounding blocks.

**Please note that the onsite lot requires payment Friday-Sunday after 6:00 PM, but remains free at all other times.*

HOURS

Rentals are available **7 days a week** from **9:00am - 11:00pm**.

**There is a 10% premium per hour for reservations outside of regular operating hours.*

RENTING AT CLARA

CLARA offers 5 rentable spaces on the campus:

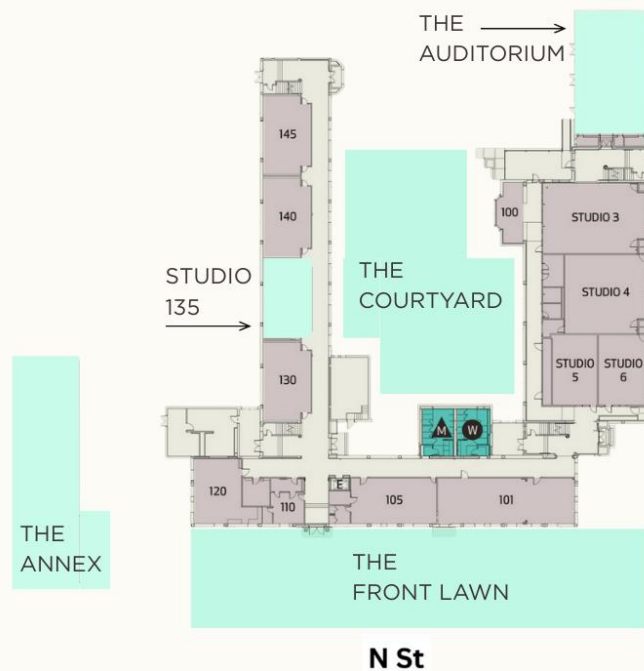
INDOOR

THE AUDITORIUM
THE ANNEX
STUDIO 135

OUTDOOR

THE COURTYARD
THE FRONT LAWN

Tours are available by appointment only.
To schedule a tour, please email:
rentals@claramidtown.org.
Walk-in requests to tour the facility cannot be accommodated.



RESERVATIONS

To begin the reservation process (including availability and price quote), please fill out the online rentals reservation request form: **claramidtown.org/rentals**.



THE AUDITORIUM

This versatile, sun-filled space features hardwood floors, high ceilings, large windows, and fresh white walls, creating the perfect canvas for any event.



CAPACITY

120 - 200 (*depending on room configuration*)

RENTAL INCLUDES:

Amenities

- Wi-Fi
- Adjoining Lobby
- 2 Interior Bathrooms

Equipment

- Sound System
- 1 Wired Microphone + Stand
- Theatrical Lighting Rig
- 4 LED Flood Lights

Furniture

- 8' x 12' Platform Stage
- Pipe and Drape Curtains
- 150 Padded Folding Chairs
- 12 3' x 6' folding tables

Staff

- 1 On-Site Staff Support

RATES	PRIVATE EVENTS	ARTS/CULTURE EVENTS
EARLY BIRD Monday - Thursday 9am - 3pm	\$60/Hour	\$50/Hour
OFF PEAK Monday - Thursday 3pm - 11pm Friday - Sunday 9am - 12pm	\$75/Hour	\$60/Hour
PEAK Friday - Sunday 12pm - 11pm	\$115/Hour	\$95/Hour

*10% Non-Profit Discount

THE ANNEX

Our newest event space features a hardwood dance floor, mirrors, and large windows for natural, welcoming light.



CAPACITY

80 - 120 (depending on room configuration)

RENTAL INCLUDES:

Amenities

- Outdoor Courtyard
- 1 Interior Bathroom
- Wi-Fi

Equipment

- Portable Speaker
- 1 Wired Microphone
- 4 LED Flood Lights

Furniture

- Annex Courtyard Stage
- Mirrors
- 80 Folding Chairs
- 4 3' x 6' folding tables

Staff

- 1 On-Site Staff Support

**Kitchen is currently unavailable, except as a staging area.*

RATES	PRIVATE EVENTS	ARTS/CULTURE EVENTS
EARLY BIRD Monday - Thursday 9am - 3pm	\$35/Hour	\$25/Hour
OFF PEAK Monday - Thursday 3pm - 11pm Friday - Sunday 9am - 12pm	\$65/Hour	\$40/Hour
PEAK Friday - Sunday 12pm - 11pm	\$90/Hour	\$70/Hour

**10% Non-Profit Discount*

STUDIO 135

This studio space is ideal for classes, workshops, meetings, or rehearsals.

CAPACITY

30 - 50 (depending on room configuration)

RATES	ALL EVENTS
OFF PEAK Monday - Friday 9am - 3pm Saturday - Sunday 9am - 12pm	\$25/Hour
PEAK Monday - Friday 3pm - 11pm Saturday - Sunday 12pm - 11pm	\$35/Hour

*10% Non-Profit Discount

RENTAL INCLUDES:

Amenities

- Bathrooms in Building
- Wi-Fi

Furniture

- 30 Chairs
- 8 3' x 6' folding tables

Staff

- 1 On-Site Staff Support



THE COURTYARD

Private and protected from street traffic, the CLARA Courtyard features an outdoor stage and access to building amenities.



CAPACITY

250 Maximum

RATES	PRIVATE EVENTS	ARTS/CULTURE EVENTS
	\$150/Hour	\$110/Hour

**10% Non-Profit Discount*

\$500 Security deposit required for all parties

Space includes courtyard only, the parking lot is unavailable for rentals as it is shared by all other building tenants.

THE FRONT LAWN

This public-facing event space on the corner of N and 24th streets is the perfect space for markets, yard sales, pop-up events and more!

CAPACITY

250 Maximum

FLAT RATE

\$100/Hour



AVAILABLE ADD-ONS

In addition to the amenities included in each space, we also offer a variety of additional furniture, equipment, and resources to support your event.

AUDIO/VISUAL

- Projector + Screen \$50
- Wired Microphone and Stand (Additional) \$20
- Wireless Microphone (2) \$40/Each
- Baby Grand Piano (Auditorium Only) \$150

FURNITURE

- Black Linens for 3' x 6' Tables (12) \$10/Each
- Additional 3' x 6' Tables (if available) \$5/Each
- Hi-Top Cocktail Tables and Linens (7) \$25/Each
- Music Stands (12) \$5/Each

STAFF SUPPORT

- Stage Re-Configuration (Auditorium Only) \$150
- Pipe and Drape Re-Configuration (Auditorium Only) \$50
- Table and Chair Setup \$50-\$150
- Table and Chair Tear Down \$50-\$150
- Lighting/Sound Technician (3 Hour Minimum) \$50/Hour



FREQUENTLY ASKED QUESTIONS

1	How do I check to see if the space is available ?	Complete the online facility reservation request form where you can check availability for each space.
2	How do I get a quote?	Complete the online facility reservation request form where you can share details about your event. Staff will respond to all form requests with a quote and confirmation of availability within 5-7 business days.
3	How do I book a tour?	Tours are available by appointment only. To schedule, please email rentals@claramidtown.org .
4	What parking options are available/included when renting one of your spaces?	CLARA offers free parking in our onsite lot, with ample six-hour free street parking available on the surrounding blocks. *The onsite lot requires payment Friday–Sunday after 6:00 PM, but remains free at all other times.
5	Do you require event insurance?	Yes. You're welcome to purchase event insurance from your own preferred vendor, but CLARA has an affiliate link for Eventhelper that we're happy to share with you.
6	Do you require a security deposit?	We require a \$500 security deposit for private parties. This deposit is collected via physical check, and will not be cashed unless necessary, post-event.
7	Do you allow catering and/or food trucks?	Yes. We do not have any catering restrictions inside of our spaces. If you're working with a hot food vendor or food truck, we have designated areas for their setup.
8	Are there any events you do not allow?	Due to our small staff and no access to the spaces outside of your reserved rental hours, we cannot accommodate weddings, wedding receptions, or quinceañeras.
9	Are there any items that are not permitted in the spaces?	The following items are not permitted on our campus: confetti, glitter, dry rice, balloon shine spray, talc, fireworks, open flames, flammable material, water beads, duct tape, spray paint, and oil. Evidence of any of these items during or after you rental will put your security deposit at risk.
10	Do you allow film shoots in your spaces?	Yes! CLARA rentable spaces, hallways, classrooms, and exteriors make a great backdrop for film projects. Rate is \$60/hour + \$100/location.