

The Kirk Douglas Theatre

9820 Washington Blvd., Culver City, CA 90232

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Renting the KDT: Checklist

- Learn more about renting the theatre by exploring our site or downloading the online information packet.
- [Contact Us](#) to inquire about availability and discuss pricing. Expect to be contacted within 5 business days to discuss your proposal.
- Submit a completed **KDT Rental Application**. Expect to be contacted within 5 business days to schedule a walk-through with venue staff to determine your event or production needs.
- Review and approve your personalized rental estimate.
- Sign the finalized agreement and submit your deposit!

The Kirk Douglas Theatre

The Kirk Douglas Theatre is designed to seat up to 317 patrons in a comfortable, intimate setting for live productions, events, and filming. The state of the art building was recently renovated and features full ADA compliant facilities, beautifully designed spaces, and highly trained staff that promises to provide the needs of your next event or production with the highest level professionalism.

Our Spaces

Theatre and Backstage Spaces



Seating capacity

Main Floor	285
Gallery	32

Green Room and Dressing Rooms

The Green Room is fully equipped with kitchen amenities, a couch, and a widescreen TV.

The KDT has 5 well-appointed dressing rooms with individual climate control, video & audio stage feed, and a total capacity of 21 people. Dressing rooms may be utilized as production offices or storage at the producer's discretion. A men's and women's restroom is located backstage, each equipped with 1 shower each. Specific information about each dressing room is listed below:

Dressing Room	Dimensions	Suggested Capacity	# of Locking Box Lockers
#1	8'6" x 9'	2 + sink station 3 w/o sink access	3
#2	12' x 9'	5 + sink station 6 w/o sink access	6
#3	12' x 9'	5 + sink station 6 w/o sink access	6
#4	8'6" x 9'	2 + sink station 3 w/o sink access	3
#5	8'6" x 9'	2 + sink station 3 w/o sink access	3

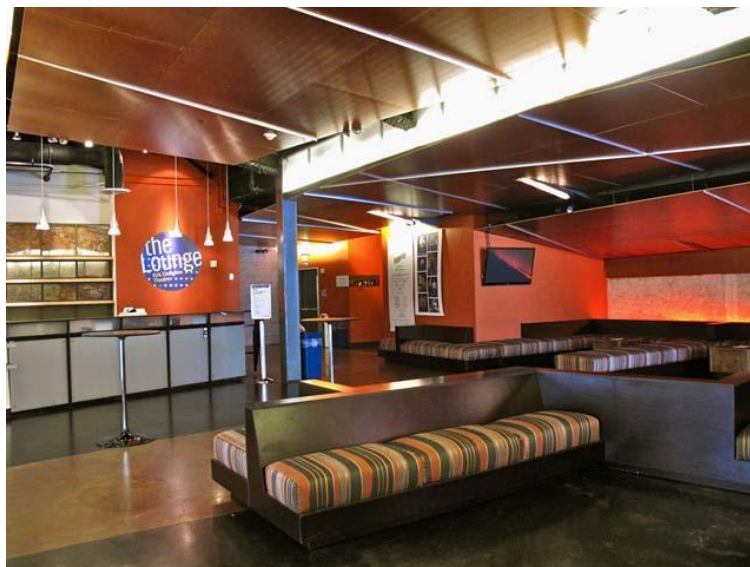
Stage Door and Other Backstage Amenities

A stage door attendant will be on-duty at all times. All members of a rental production are required to show an issued KDT badge to enter the building.

The stage door office is equipped with a full-service copier, printer, phone, computer, and basic office supplies.

Additionally, the Kirk Douglas Theater provides high-speed wireless Internet access throughout the entire venue.

KDT Lobby



The KDT offers a spacious, comfortable lobby that is large enough to hold the full capacity of the house and may be used for pre- and post-show events. The Kirk Douglas Theatre Lobby operates with a full liquor license and the lobby bar will be open before all performances and during intermission. No additional cost will be charged to the producer for the bar to be open provided that Center Theatre Group will retain all revenue from the bar. Open bar receptions are available at an additional cost.

The Lobby also features:

- A flat-screen monitor which can be used to play DVDs or view the stage
- A sound system
- Comfortable bench seating
- Wireless internet access for production staff

Rehearsal Studio



Capacity: 76

The KDT Rehearsal Studio is located on the second floor and it is large enough to mark out the entire playing area of the KDT main stage. In addition to a rehearsal space, the studio can be used for casting calls, meetings, VIP pre- and post-show events, readings, and more!

Please contact Eric Sims directly at esims@centertheatregroup.org to schedule rehearsals, casting calls, or meetings for the hourly rate.

The rental cost of the Rehearsal Studio is **\$30 per hour Mon-Fri** during business hours. Rentals during other hours are available at a cost of **\$45 per hour**. There is a **4-hour minimum for all Rehearsal Studio reservations**.

The Rehearsal Studio includes the following amenities:

- Wireless internet access
- 12 folding tables
- 40 folding chairs
- A filtered water dispenser (hot and cold)
- Available coffee service set up
- A plug-and-play audio system
- A small storage closet with a mop sink
- Dimming overhead lighting
- Two skylights with motorized shades
- A small refrigerator
- Easy access to restrooms
- Truss system that allows for room segmentation

Theatre Specifications

Stage

The Kirk Douglas Theatre is an “end stage” and features a large stage facing the seating risers. The first row of seats is at stage level, and the seating bank rises steeply for a clear view of the stage from each seat. The stage does not feature any traps or a fly system. There is no room for flying objects or access above the major I-beams.

CAD ground plans, sections, and other drawings are available upon request.

Stage widths/opening:

Inside dimensions of house portal:	40' 6" W
From orange wall to orange wall in the house:	54'
Center to SR wall:	41' 3-1/2"
Center to SL wall:	41' 5-1/2"

Stage depth:

From fire line to the loft wall: 28'
Depth of loft: 8' 8"
From upstage edge of I-beam posts to loft wall: 28'
The back wall has protrusions of electrical outlets, fire alarms, and plumbing.
6" of clearance is required when laying out a full stage deck.

Loading Area/Loading Door

Loading door(s): 11' 7" high x 9' 10-1/2" wide

Trucks pull up to the door at a 90-degree angle to the load in door.
Forklift is available if required. There is no dock.
Loading area is located on Culver Blvd, near the corner of Culver and Duquesne.

Follow spot position – first catwalk.
39' throw to mid-stage; approx. angle to stage is 33°

Main control booth is in the rear of the house.

Lighting Equipment

288 Total Dimmers, 2.4kW ETC
LIGHTING CONSOLE – ETC Ion

Stock Lighting Equipment Inventory list available upon request.

Audio Equipment

The KDT is outfitted with a full compliment of sound equipment, including a wireless PL system, and processing for all systems.

Yamaha DM2000 digital console
SFX Show Control, playback software

Sound Equipment Inventory list available upon request.

Video Equipment

Access to video and projection equipment can be made available on a show-by-show basis. Please contact the KDT for more information.

Wardrobe

The Wardrobe room has two washers & two dryers as well as a standard complement of wardrobe-related equipment.

Staff Information

KDT staffing is required for all events and productions. Theatre technicians are required to be present to operate all KDT equipment in use, and KDT front of house staff are required to staff all events inside the theatre and lobby. **Staff will be scheduled at the discretion of the KDT and labor costs will be included in the estimate.**

Please note that KDT staff have protocols regarding breaks, minimums, and work hours that must be respected by renters.

Theatre Policies and Other Information

Free Parking

Free parking is available for staff, cast, crew, and audiences at the City Hall Parking Garage across the street (accessible on Duquesne Ave). The parking garage is open all day until 1.5 hours after the end of evening performances.

Marketing/Advertising Services

The Kirk Douglas Theatre can provide a dedicated e-blast, direct mailing list, and access to the marquee & Front of House signage for productions at the producer's expense.

Box Office

Box office services are typically required for events at the Kirk Douglas Theatre. Services include:

- Advance online and phone sales
- Walk-up services at the Ahmanson box office at the Music Center during regular box office hours and KDT box office prior to performances
- Coordination with third party outlets (i.e. LivingSocial) to promote ticket sales
- Capability to create discounts and promo codes
- Daily sales reporting

Contact Information

Location address: 9820 Washington Blvd.
Culver City, CA 90232

Mailing address: 601 W. Temple St.
Los Angeles, CA 90012

Theatre Fax Number: 310-202-6658

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