

# SALINA COMMUNITY THEATRE

## COSTUME RENTAL FAQ

### **What kinds of costumes do you have?**

We have a varied selection of men and women's costumes from the Grecian periods to the 1980s. This includes hats, shoes, undergarments, and accessories. Our costume stock is a balance between custom made theatrical costumes created for Salina Community Theatre productions, as well as purchased, reproduction, and vintage garments.

### **Do you have fantasy and Halloween costumes?**

While we have a few fantasy pieces the majority of our costumes are realistic and historical. While we do not rent costumes for Halloween parties, from time to time, we can accommodate a request for historical galas and festivals.

### **Who can rent costumes?**

Salina Community Theatre's costume stock is available for rent to the theatre community, schools, film companies, and other professional organizations. We also accept individual clients based upon your costume rental needs.

### **Do I need to make an appointment?**

Yes. Salina Community Theatre Costume Shop is a theatrical costume production workshop not a costume store. Costume appointments need to be scheduled and confirmed in advance, and appointment times are based on the discretion of our staff. Appointment times will only be scheduled between the hours of 9am and 5pm, Monday through Friday. Please note that drop in appointments may not be accepted. We also offer shipping via UPS if needed. All business for shipped costumes will be handled via internet and phone.

### **Can I rent props when I come for my costume appointment?**

Prop and costume rentals are handled by different departments. Although the rentals may be handled at the same visit, you will need to schedule and confirm an appointment with the props department in order to guarantee your time.

### **Do you rent entire shows?**

Yes, we have several complete shows in our stock. Those include *A Christmas Story*, *Mary Poppins – The Musical*, *Shrek- The Musical*, *Annie*, and *Kiss Me Kate* to name a few. If you have a specific show you are interested in, please visit our archive photos at [SalinaTheatre.com](http://SalinaTheatre.com), email or call. The range of sizes available for specific shows are limited, as the costumes were tailored for the actors who originated the roles.

### **How do I get started?**

Please email [jenn@salinatheatre.com](mailto:jenn@salinatheatre.com) or call 785-827-6126 to schedule an appointment. Have as much information as possible including a detailed description of what you are interested in renting and what sizes you need. If an in-person appointment is not feasible, please let us know so we can accommodate your request in a timely manner.

**What do I need to bring for my appointment?**

When you come in to select costumes please bring measurements (in inches), of your actors. We will need their neck, chest, waist, and hip circumference as well as their sleeve and pant length. If you are needing a measurement sheet, please email [jenn@salinatheatre.com](mailto:jenn@salinatheatre.com) and we will be happy to provide one. Because the majority of our costumes are custom made, they do not have store sizes.

**Do I need to Dry Clean the Costume?**

Yes! All items rented from Salina Community Theatre need to be laundered or dry cleaned prior to returning. Please clean according to the care label in the garment. If the item does not have a care label, please ask our staff. Our contract offers a window of 10 days from your event date to clean the costume prior to its return date.

**What do you charge to rent a costume?**

Our rental fees are determined on a per piece basis for your production period. This price varies on the complexity of the costume you are renting and can be found in our full Costume Rental Agreement. Costumes rented for specific events or by individuals rather than part of a theatre production will be charged a flat fee of \$25/piece rented. This charge does not include any fees for cleaning or charges that may be incurred due to damage or late fees.

**When do I pay for my costumes?**

All rentals require the Costume Rental total to be paid IN FULL PRIOR TO initial pickup or shipping (a credit card number or check will be accepted).

\*For a complete list of all of Salina Community Theatre's Costume Rental Procedures, please email [jenn@salinatheatre.com](mailto:jenn@salinatheatre.com).