

Booking The Sanctuary

disclaimer; we are an alcohol/substance-free space

About Our Space

- **Capacity:** 120 people
- **Audience:** All ages
- **Mission:** The Sanctuary is a nonprofit community hub, offering a home for social connection or creative expression. We're a 100% volunteer-run venue, striving to provide a high-quality performance space for musicians while adhering to DIY ethics
- **Substance-Free:** No alcohol or drugs are permitted inside the venue. If you bring these into our space, or show up belligerent, then you may be asked to leave.
- **Location:** 1 Boonton Ave., Butler, NJ (inside Architekt Music Academy)

Booking Process

1. **Submitting a Booking Request:**
 - Email all booking inquiries to **Booking@TheSanctuaryNJ.com** with the subject line: *"Booking Inquiry: [Artist/Band Name] - [Proposed Date(s)]"*.
 - Include:
 - Artist/Band name and links to music.
 - Genre and brief description of your act.
 - Preferred date(s).
 - Expected draw (audience size).
 - Special technical/logistical needs.
2. **Show Guidelines:**
 - We only do shows on Fridays and Saturdays, unless otherwise discussed.
 - Unless otherwise discussed, we cap our shows at 4 acts
 - Doors at 7pm and music needs to be done by 11pm
3. **Response Time:**
 - Our booking team, managed collaboratively by three volunteers, will respond within 7 business days.
4. **Confirmation of Booking:**
 - Bookings are confirmed only after written approval. A signed agreement may be required.

Artist Guidelines

- **PROMOTE:**
 - Artists are expected to actively promote their show. The venue will provide a ticket link and promote events via social media, but artist engagement is crucial

to fill the room. We have no built in crowd, foot traffic, or bar. Attendance is really dependent on strong promotion. Furthermore, we're a 120 cap room. If the acts can't collectively draw at least 50 people, you may want to seek a smaller venue.

- **RESPECT:**
 - Respect the space, other artists, attendees, and our neighbors. What does respect look like? Respectful, proper show etiquette looks like
 - Staying for the whole show and encouraging your fans/friends to do the same. Artists supporting artists is important!
 - Don't trash our space, including our parking lot. Leave our space the way you found it.
 - Our "staff" are all volunteers here to support you. Treat them as such.
 - We don't care if you drink or get high on your own time, but please respect that we don't want that in our space
- **PROVIDE:**
 - Help provide a welcoming atmosphere that aligns with The Sanctuary's mission.

Technical Details

- **PA System:**
 - (2) Tannoy 5200W speakers, (2) DVA S20 DP Subwoofers, and (2) RCF monitors.
 - Microphones: (4) Shure SM58, (1) AKG D 112, (1) SM57, (2) e609.
- **Backline:**
 - Drum set: 80s TAMA SWINGSTAR (bring your own snare, cymbals, sticks, and kick pedal).
 - Bass Combo Amp: Ampeg BA115 Combo Amp (DI provided).
 - Orange Crush 35RT 35-watt 1 x 10-inch Combo Amplifier
 - 13 inputs max
- **Your Speciality Gear**
 - If you are bringing in ear monitors, a rack, outboard effect processors, or samplers/laptops, please provide us advanced notice so we can best accommodate you. If we don't receive advanced notice, we may not be able to meet your needs.
 - **disclaimer; if you plan to use your own drum kit, you will need to backline it for the entire show, unless otherwise discussed**

Marketing

The Sanctuary is unfortunately not able to financially contribute to online marketing for events. However, we do have a relationship with a great marketing team that we have utilized in the past. If you're interested in creating a marketing campaign for your event, please reach out to us! The marketing team can help create a plan around your budget that will hopefully result in you making a profit!

Show Day Schedule

- **Load In:** 5:30 PM – 6:00 PM
- **Soundchecks:** 6:00 PM – 7:00 PM
- **Doors Open:** 7:00 PM
- **Music Starts:** 7:30 PM
- **Music Ends:** Around 10:00 PM
- **Hard Out:** 11:00 PM

Ticket Prices

- You can set your own ticket pricing! If we don't hear from you, we'll go with our usual \$15 online (about \$18 after fees) and \$20 at the door.

Compensation

- The Sanctuary takes the first \$250 or 30% of ticket sales, whichever is greater. The artists take the rest.

Additional Information

- **Online Tickets:** Tickets are hosted on The Sanctuary's website, TheSanctuaryNJ.com. We use a ticketing company called ViewCy.
- **Ticket Counts:** If you would like to track your ticket sales in real time, please create an account on ViewCy.com. We can then add you as an organizer to your specific event.
- **Guest List:** Each act is allowed 2 guest list spots, unless otherwise discussed. Of course merch folk, photographers, and crew are allowed in and will not be counted as your guests.
- **Food/Drinks:** Light snacks, coffee/tea, and soft drinks are available for purchase. Filtered tap water available for free to all artists and attendees. Nearby Food: Ferattis (Italian), La Mexteca (Mexican), Butler Diner, Wawa, Quick Check, Dunkin
- **Parking:** Free street parking and nearby municipal lot.