

**Movement Research's Rehearsal Space Usage Agreement
Movement Research Studios at 122 Cultural Center**

The Bob (previously known as 9th St Studio), Courtyard Studio, and Contact Corner (Resource Room)

(UPDATED as of 5/4/26)

This letter constitutes an agreement between Movement Research and the Signer (Rehearsal Artist) concerning the use of the premises of:

Movement Research at the 122 Cultural Center

Address: 150 First Avenue (between 9th and 10th Streets) New York, NY 10009

Studios: Ground floor; **Office:** 2nd Floor

Tel: 212.598.0551 **Email:** studio@movementresearch.org

Movement Research has two studio spaces with natural light and sprung floors with marley at 122 Cultural Center. The Courtyard Studio is approximately 20' x 40' and The Bob (previously known as 9th St Studio) is approximately 26' x 60'.

Both studios are equipped with power doors, a sound system, automatic window shades, and storage cubbies. There is a table, chairs, and a first aid kit available in each studio. Each of these items are clearly labeled with usage instructions where necessary.

Additionally, Movement Research has a resource room. Contact Corner, named in honor of Lisa Nelson, Nancy Stark Smith and Steve Paxton, is open for Rehearsal Artists to conduct work and research outside the studio. Providing space to hold meetings, access MR's library, and take breaks, Contact Corner is equipped with comfortable seating, power door, microwave, mini fridge, and desktop computer to support our on-the-go artist community.

MR Studios and Contact Corner are located on the ground floor in the ADA compliant 122 Cultural Center building. The building entrance and MR spaces are wheelchair accessible. MR's second floor office is accessible by elevator.

Restrooms are wheelchair accessible and are all gender.

**Please note that all Movement Research spaces are fragrance free.
Only free and clear products are used to clean the space.**

This policy is in place to accommodate individuals with fragrance allergies and/or chemical sensitivities. Fragrances and manufactured scents are allergy and migraine triggers for one or more members of the Movement Research staff and faculty.

We appreciate your adherence to and support of this policy.

Please contact accessibility@movementresearch.org or (212) 598-0551 (voice only) for further access requests or questions.

Demographic Survey

Movement Research collects demographic information for internal use only. This information is used to evaluate the reach and access of our programs, and in reporting to our funders. Internal demographic evaluation and reporting with funders is done anonymously.

We acknowledge the complexities inherent in this type of information collection and are committed to the ongoing examination of the language used around demographics. We welcome your feedback.

We request that this survey be completed as soon as possible and must be submitted prior to your first rehearsal.

We realize that you may have filled out this form before, but we ask that you take a moment to complete it again at this time. It is important that we collect this information each time that you engage in a Movement Research program in order to evaluate this information in relation to specific programs. **Under present engagement with MR, please refer to this Space Usage Agreement.**

Please note that at Movement Research, we collect and review submissions via Submittable. The first step of the submission process is to [create a Submittable account](#), or [sign in](#) to your existing account. When creating an account, you will be asked for your name, your email address, and a password of your choosing.

Survey Link:

<https://movementresearch.submittable.com/submit/04a048bc-e8c9-424a-9c38-10c16fc03219/demographic-information-form-fy27>

Payment: Fees must be paid prior to your first confirmed booking date via credit card through the website, Zelle, PayPal, or check.

Lack of payment will result in a freeze on your booking privileges until the overdue balance is paid.

Cancellation Policy: If you cancel more than or up to two (2) weeks in advance of your confirmed booking date, you may receive a full refund. If you cancel within the two (2) weeks leading up to your booking, you will be fully responsible for the cost of the time canceled. Artists will not sublease their time to another artist or rehearsal. If there is an emergency and the artist has to cancel without sufficient notice, the artist may offer the space to another collaborating artist, upon approval by Movement Research staff.

Rehearsal Artists agree to refrain from booking excessive studio space, then later cancel what they do not need. Frequent cancellations often prevent other rehearsal artists from accessing valuable accessible rehearsal space. Our cancellation policy is intended for infrequent, unavoidable conflicts only. MR reserves the right to revoke booking privileges from the rehearsal artist due to excessive cancellations that require undue additional labor for MR staff.

Accessibility: Movement Research at 122 Cultural Center is an accessible space. Both studios and Contact Corner are wheelchair accessible. The second floor office is accessible by elevator. Restrooms are wheelchair accessible and are marked for all genders. Please note that the front entrance to 122CC is **not equipped** with power doors. All Movement Research spaces are fragrance free.

For further access information, questions or to request assistive services, please contact accessibility@movementresearch.org or (212) 598-0551 (voice only).

Arrival/Building Access: Movement Research, 122CC is located on 150 First Avenue between 9th and 10th Streets. Use the walkway under the 122CC overhang and enter through the four glass doors.

The Front Desk at 122CC is staffed Mondays – Sundays from 12pm – 6pm.

Please note that you may not have access to 122CC earlier than the start time of your booking.

If your rehearsal booking start time is during the hours that the 122CC Front Desk is staffed:

You will be let in the building by the 122CC Community Liaison who is working at the Front Desk.

If your rehearsal time is scheduled Monday - Sunday before 12:00pm or after 6:00pm, outside of the hours that the Front Desk is staffed: Movement Research staff will provide you with access to the building using the Open Path app. If you don't have a smartphone or accessing the building via the app does not work for you, please let us know a minimum of 3 business days prior to your booking.

To access the Front Door at 122CC for your studio time, you will need to set up Open Path on your phone. You will receive an email request from Open Path (setup@openpath.com) to complete setup. *If you need to set up access through a different email than you used to request space with, let us know as soon as possible.*

The email from Open Path will prompt you to download the app and then will take you through the set-up process. It has several steps but is pretty straightforward. Please note: while the app recommends that you keep location services on at all times, it will function with the "only while using app" setting.

Once you complete the set-up process you will have two Doors listed in your profile: 1st Ave Door and Main Door. When you arrive at 122CC, stand near the black box located to the right of the glass double doors. Click on "**Main Door**" in the app. The circle on the black box will light up and unlock the door closest to the black box.

If you arrive at 122CC and are unable to get into the building, please contact the emergency numbers listed at the bottom of this agreement.

- ***Rehearsal Directors are responsible for opening the front doors to let all collaborators into the building.***
- ***Please do not call the number posted in the window. This phone number is for deliveries only.***
- ***Please do not let anyone into the building you do not recognize.***

To access the Studio:

The Door Code to all public MR spaces is 2589.

Please note that whenever you exit MR spaces, you will need to enter the Door Code to re-enter.

- **Courtyard Studio:** The last glass power doors on the left at the end of the hallway on the first floor. Enter the code **2589** then **wave your hand over the sensor.**

- The Bob (previously known as 9th Street Studio): Enter the studio on the first floor through the glass double power doors on your right across from the bathrooms using the code **2589**. Once you enter the vestibule space, the entrance to The Bob is on your left. Use the code **2589** then **wave your hand over the sensor** to enter the studio..
- Contact Corner: Contact Corner is directly across from the entrance to The Bob. Between the hours of 12 PM and 6 PM, Monday through Friday, Contact Corner is open to the public. Outside of those hours, you may access Contact Corner by entering the code **2589**, then **wave your hand over the sensor** to enter the space. *Please note that the space may be used by Movement Research at its own discretion and can be closed to the public.* You may reference the schedule posted weekly in the vestibule.

Departure: Please take all personal belongings and dispose of all trash and recycling in the receptacles across from the elevator in the lobby. Please restore all MR spaces to the conditions in which you found them.

Lock-up Procedure: Please close all windows, shut off the lights, turn off equipment (sound system, fans), and remove all trash from the space. Please make sure the door closes behind you.

Building and Studio Security: You shall restrict entry to unauthorized persons to the premises. The front doors to the 122CC building must *never* be left or propped open under any circumstances.

Artists MUST be cleared from the 122 Cultural Center lobby and hallways by 10:15 PM.

Occupancy: The artist will limit the number of people on the premises to **10 in Courtyard Studio** and **15 in The Bob (previously known as 9th St Studio)**. If you anticipate a number beyond the capacities previously stated, you must be in touch with MR Staff for approval in advance of your booking, as rates may change for additional occupancy.

Noise: You will conduct your activities on the premises in such a manner as not to constitute a nuisance or disturbance to other occupants of the building, as it is a multi-use Cultural Center. **Please keep conversations quiet in the hallways and stairwells.**

Use of live music must be approved by MR staff. To request live music, please email studio@movementresearch.org at least 48 hours before your rehearsal date.

Studio Maintenance: *Movement Research* will maintain clean and pleasant conditions in the studio(s). Your help and cooperation in keeping the studio clean, however, is requested and appreciated.

Food and beverages other than water may be carefully consumed in MR studios. To avoid spills and condensation that could damage the floor, please consume food and beverages on the outside perimeter of the studio near the cubbies and tables located inside the studios. Alternatively, we encourage food and beverages to be consumed in the Contact Corner.

**Please do not leave food or beverages on the windowsills.
Food trash must be disposed of in the trash cans located in the lobby across from the elevators.**

You must leave the studio in the condition in which it was found.

Food may not be left in the Contact Corner minifridge or otherwise when the Rehearsal Artist or other affiliated occupants are not in the building. Any food found in the Contact Corner will be disposed of daily each morning.

Trash: Please do not dispose of any garbage, especially food, anywhere in the studios. Please dispose of all garbage in the receptacles in the main lobby across from the elevators.

Please **empty liquids** from your trash items before you throw them in the trash or recycling.

Please don't discard **recyclables (plastic, paper, metal)** into the regular trash receptacle.

Floor: The floors are sprung wood with a gray marley on top. Please do not do anything that will damage the floor.

- **Shoes** are allowed in the studio, but please avoid wearing street shoes, heels, or dancing in shoes with white or black soles, which will leave scuff marks on the floor. Any shoes worn should not damage the marley or floors in any way.
- **No rosin or wax may be applied to the floor.**
- Please do not use tape on the floor or walls without permission.
- Open flame, including burning candles, are NOT allowed.
- Smoking is not allowed on the premises.

Equipment: *Movement Research* provides a speaker system you can connect to via bluetooth OR auxiliary cable. Turn on the speakers using the switch on the wall next to the sound mixer.

To use the speakers in The Bob: Connect to **BTR02** when searching for a bluetooth speaker. If you do not want to connect via bluetooth, there is an aux cable connected to the mixer on the desk.

To use the speakers in Courtyard Studio: Connect to **DS200PRO** when searching for a bluetooth speaker, or connect via aux cord. If you do not want to connect via bluetooth, there is an aux cable connected to the mixer on the desk.

You can control volume via the volume control on the device you are playing music from, OR via the labeled mixer on the desk in the studio.

Please do not interact with or touch the labeled MAIN MIXER or BLUETOOTH RECEIVERS in either studio.

Please turn OFF the speakers when you leave the studio via the switch on the wall.

Please refer to the instructions posted in each studio for more information on how to connect to and troubleshoot sound.

Injury: You shall indemnify *Movement Research* harmless from and against any and all claims arising during the term of this agreement (e.g. damages or injuries to property, and/or for any personal injury of loss of life in or upon the demised premises and the outer hall,) excepting such claims as may be the result of our negligence; and from any law suits or judgments in any court of competent jurisdiction resulting therefrom against us, together with any court cost and reasonable counsel fees which may be accrued by us in defense thereof. You must notify *Movement Research* within 24 hours of any injury incurred.

Damage: You shall at all times replace at your sole cost any and all damage to floor, equipment, and all plate glass and other glass damaged or broken from any cause whatsoever by you in or about the premises. **You must report any damage to *Movement Research* immediately.**

MR may revoke rental privileges to Rehearsal Space Artists for the following reasons: Failure to pay, excessive booking cancellation, damage to MR spaces, use of unsafe materials or open flames, inappropriate conduct with MR artist community or staff, or unapproved use of the studios for anything other than dance rehearsals.

By booking through the website, I indicate I have read and agreed to observe the above stated conditions.

Artist signature

Date

Artist's phone number

Artist's address

Artist's email

Please list any additional people (agents), along with their emails, who you would like to authorize to communicate and/or make decisions regarding space booking and usage with Movement Research on behalf of yourself or your company:

CONTACT LIST:

Movement Research Office:
150 First Ave, New York, NY 10009
(212) 598-0551
Office Hours: Monday-Friday 9:30am-6:30pm (*except national holidays*)

For EMERGENCY USE ONLY:

Justine Florence, Operations & Finance Associate (347) 597-2297
Raychel Ceciro, Operations Manager (727) 366-4483