

What our space can be used for:

Our mission is to create accessible and inclusive healing spaces in Olympia. We do this through collaboration with community and social justice education and advocacy centering the needs of LGBTQIA+, Black, Indigenous, and People of Color, and people with disabilities. All events and activities hosted at The Liberation Collective (TLC) must align with this mission.

Some offerings we welcome in our space include, but are not limited to:

- Movement classes
- Support groups
- Spiritual practice
- Speakers, lectures, meetings and trainings
- Social justice organizing groups
- Performing arts and art shows
- Cooking and nutrition classes

About Our Space:

Our ADA accessible building is located at 1223 Bethel Street NE, Olympia, WA 98506. We have four compact gravel parking spots out front, 6 street parking spots along Leavenworth Ave., and additional parking across the street by the school playfield. We share our space with tenants that live upstairs and help maintain the space. There is about 1,100 square feet of space on the main level of the house, as well as a big backyard and patio area, that are available to rent. We currently only rent out space to one group at a time. The studio space is about 400 square feet and can accommodate up to 12 yoga mats or up to 30 people seated with tables and chairs. The kitchen seats up to 8 in bar-style seating. Classes and events are limited to groups of 30 people or less at a time, unless special approval is given.

We provide some equipment, including:

- Yoga mats, blocks, and straps for up to 15 guests
- 4 x 6-foot folding tables
- 30 chairs
- Cleaning supplies
- Basic cookware and equipment
- Plates, bowls, cups, and utensils for up to 30 guests
- Linens for tables, bathroom, and kitchen
- Projector and 100" screen
- Wifi

Hours of Operation:

Monday – Friday: 6:30am – 9:00pm

Saturday – Sunday: 8:00am – 7:00pm

(Exceptions on a case-by-case basis)

TLC Facility Use and Rates

Teacher and Facilitator Requirements

Anyone can lead a class or event at TLC. Teachers leading movement classes that are strenuous in nature or that include specialized movement, such as yoga or Zumba must show proof of appropriate certifications to teach these movement classes, where applicable. An orientation and training on safety, accessibility, and inclusion will be provided annually to teachers and facilitators that use our space at no cost.

Space Rental Rates:

We keep our space rental rates low so that you can provide financially accessible offerings to our community and so that you may be sustained by what you offer. Your space reservation time must include adequate time for set-up and clean-up after your class or event. You are required, at minimum, to reserve the space for at least 15 minutes prior to the start of the class and 15 minutes after the planned end time.

Rental Type	Space Rental Rate
<p>REDUCED RATE</p> <p>Free event/class/meeting (including by donation only offerings with suggested donation amount of less than \$10/person)</p>	<p>\$0/hour (up to 4 hours)</p> <p>\$10/hour (reservations over 4 hours)</p> <p>\$40/day (weekdays)</p> <p>\$60/day (weekends)</p>
<p>STANDARD RATE</p> <p>If you charge a fee to participants for your event/class/meeting or have a suggested donation of \$10 or more per person</p>	<p>\$15/hour</p> <p>\$75/day (weekdays)</p> <p>\$90/day (weekends)</p>
<p>SUPPORTING RATE</p> <p>If you are financially able to contribute more than the standard rate, the additional funds provided in this rate will support free offerings.</p> <p>Examples of financial ability include, but are not limited to: you are not dependent on income from this event/class to pay your bills; you do not have substantial debt from student loans; you own a home or other major financial assets; you are hosting this event/class on behalf of a business/organization that is not struggling financially.</p>	<p>\$25/hour</p> <p>\$120/day (weekdays)</p> <p>\$150/day (weekends)</p>



TLC Facility Use and Rates

Justice Pricing:

If you are charging a fee for your offering, you are strongly encouraged to offer some form of justice-based pricing. Here are a couple examples of what justice pricing could look like for a class you would normally charge \$15 per person:

Supporting Rate: \$20
Full-Price Rate: \$15
Reduced Rate: \$10

OR

Pay what you can: \$0 - \$20
NOTAFLOF (no one turned away
for lack of funds)

Class Registration and Payment:

It is strongly preferred that teachers and facilitators using the space handle their own class registration and payment (if applicable) through their own website or payment system. If you are unable to do this or need support with this, don't hesitate to let us know on your space rental form and we can provide class registration on our website on a case-by-case basis.

Event Promotion:

When you submit your space rental form, you can request event promotion support. We include public events on the schedule on our website with registration and contact details you provide on your space rental form. We will also cross promote your events on Instagram if you tag us in your posts or share your flyers (we do not currently use other social media platforms).

Participant Safety and Waiver

All participants in any movement-based classes, cooking classes, or other classes that involve potentially risky activities must sign a TLC waiver before they attend their first class.

Quarterly Rental Agreements:

Our Advisory Board reviews applications on an ongoing basis and updates our class schedules quarterly. Teachers/facilitators must complete a [rental application](#) quarterly to maintain their facility use agreement with TLC. If you are a returning user, you can complete the shorter [returning user rental application](#) or contact us at info@tlcoly.com. We try our best to honor the recurring class times of returning teachers/facilitators, but we cannot guarantee that time slots will be available to the same people from one quarter to the next. Applications received by the priority application deadline will get the first priority at scheduling times, but applications can be submitted any time. We review and respond to applications within 30 days of receiving them.

Grand opening (Summer/Fall 2023):

August 1 - November 30, 2023

Priority Application Deadline:

June 30th

Quarter Schedule:

Winter quarter: December - February

Spring quarter: March - May

Summer quarter: June - August

Fall quarter: September - November

Priority Application Deadline:

October 31st

January 31st

April 30th

July 31st



TLC Facility Use and Rates

Liability Insurance:

TLC holds liability insurance for business operations at our facility. Teachers/facilitators are not required to supply their own liability insurance.

Cancellation Policy:

Facility use agreements lock teachers and facilitators in to the agreed upon class schedule, where rental rates will apply during that time frame. Please notify Aherlow Kasjaka at info@tlcoly.com or call 360-584-6494 as soon as possible when you need to cancel a class/event/meeting or when you need to terminate your facility use agreement early. Single class cancellations made within 2 hours of the scheduled class start time will have no penalties. Single class cancellations made within less than 2 hours of the scheduled class start time or teacher/facilitator no-shows will be subject to pay the full rental rate for that class/event/meeting, up to \$50/day.

If a teacher/facilitator needs to end their facility use agreement with less than one month left in their agreement, no penalties will be applied. If a teacher/facilitator needs to end their facility use agreement with more than one month left in their agreement, the following penalties may apply, except in Advisory Board approved extenuating circumstances:

Reduced Rate Classes: No penalties

Standard and Supporting Rate Classes: Liable for 10% of facility rent remaining in existing facility use agreement.