



## FACILITY RENTAL RATE SHEET

*Current as of 7/2017*

### Usage Rates\*:

For profit groups:

	\$4,000.00 per day performance day	\$750 per hour overtime rate
	\$2,000.00 per day rehearsal day	\$375 per hour overtime rate
May Gallery	\$3,000.00 per day	\$550 per hour overtime rate

\* Rates are based off of a maximum eight hours of use. Any use past eight hours will incur overtime charges per the rate schedule.

**The following staffing is required for each usage at the Vilar Performing Arts Center facility:**

#### For Profit Day Rate/OT Hourly Rate

- Technical Director \$440 day/\$82.50 hourly
- House Manager \$360 day/67.50 hourly
- Facilities Manager \$440 day/\$82.50 hourly  
(Facilities Manager only required to coordinate bus and truck parking)
- Food & Beverage Manager \$360 day/67.50 hourly  
(F&B is only required if there is a concessions or catering component)

**The following department staffing *may be required* and will be advanced with you prior to the event. Labor amount is based on a four hour minimum. Overtime is charged at 1.5 times the hourly rate following eight hours of work. After 12 midnight, labor will be charged at 2 times the normal hourly rate. Work calls starting before 8am, labor will be charged at 2 times the normal hourly rate.**

#### For Profit per hour

#### Technical/Theatre Labor

- Crew Steward, needed with 3 or more crew \$50
- Sound Engineer \$70
- Lighting Supervisor \$45
- Video Technician \$45
- Stage Manager \$45
- Rigging/Fly Rail \$45
- Spot Operator/Stage Hands/Wardrobe Asst. \$35
- Lighting Designer is available, billed at prevailing rates, based on individual event needs.
- Production Designer/Manager is available, billed at prevailing rates, based on individual event needs.
- Fixed asset depreciation fee \$2/person attending

#### Food & Beverage Labor (In addition to base rate all F&B labor is paid a \$25 gratuity)

- One (1) bartender per 50 guests (6 max) \$35
- One (1) bar back/busser or server per 100 guests \$35
- One (1) server per 12 guests for plated meal service. \$40

#### Front of House Labor

- Coat Check Attendant, one per 50 guests (6 max) \$20
- Ushers, one per 100 guests (6 max) \$20
- Security, unarmed per person \$45
- Security, armed per officer plus transport costs \$80
- Cleaning Fee \$300/day
- Cleaning Fee, if food is served \$600/day

#### Box Office Labor & Ticketing Fees

- Ticket event build fee \$500/event
- BC Assessment fee deducted from gross sales 5%
- Credit card processing fee on gross credit card sales 4%
- Box office window staffed, two windows \$85
- Ticket processing fee (added to ticket price) \$3/ticket
- Online ticket fees (in addition to base ticket fee) \$2/ticket plus \$1 per order



## Equipment charges

The following equipment is not provided as a part of the basic rental package, but is available for the additional fees listed below:

	<b>For Profit</b>
➤ Piano, Steinway Concert D	\$500/day
➤ Piano, Yamaha Baby Grand	\$350/day
➤ Piano, Steinway upright	\$200/day
➤ Piano Moving, at cost	\$900 per move
➤ Piano Tuning as needed	\$200/tuning
➤ Orchestra Shell	\$300/day
➤ Portable sound system for Lobby or May Gallery	\$300/day
➤ Audio Monitor package (more than 4 mixes, requires additional engineer) includes monitor console	\$\$750/day
➤ Wireless microphone package, up to 12 mics	\$300/day
➤ Follow Spots (plus labor), per light	\$125/event
➤ Moving Light package, plus programming labor	\$1000/day
➤ Marley dance floor	\$300/day
➤ Cyclorama	\$300/day
➤ Riser package, up to 10 4'x8' decks	\$200/day
➤ LCD Projector, 8500 LUMEN (user supplied source, no laptop provided, HDMI connection preferred, permanently mounted front of house)	\$1000/day
➤ 14'6" x 25' (16:9) Screen	\$200/day
➤ Hazer	\$60/day
➤ Linen Covered/Skirted Tables (in house tables)	\$35/table
➤ Wireless internet connection (WiFi) for 10 users	\$175/day
➤ Wireless internet for public use or high speed /high bandwidth internet required for production or video streaming: Inquire for fees and request in advance, minimum 30 days	
➤ Consumables (lighting gel, gaffer tape, spike tape, batteries, etc.) will be charged based on usage	