



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:

	For Profit
➤ 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	