

Theatre Rental Rates 2019-20

Rates apply to events before Aug 31, 2020. Rental rates subject to annual increase.

last modified July 9, 2019

Off-Island/Commercial Rate: All renters except those eligible for Community or School Rates.

Community/Non-Profit Rate*: SSI residents who are individual artists, amateur arts grps, or not-for-profit community orgs.

Schools: Schools or other organizations putting youth in performing experiences.

*ArtSpring supports local residents through the discounted Community Rate. This rate is intended for local residents who are on the stage or fundraising for local causes. This rate is supported by donors, granters, and our own ArtSpring Presents series.

Performances/Events (audience in attendance, use of theatre, lighting and/or sound)

		Off-Island/ Commercial	Community/ Non-Profit	School	
Performance/event day (4 hr block)	Fri, Sat	\$600.00	\$395.00	\$350.00	per event
	Sun-Thurs	\$550.00	\$350.00	\$305.00	per event
3 performance package *		\$1,350.00	\$1,005.00	\$900.00	
4 performance package *		\$1,800.00	\$1,340.00	\$1,200.00	
5 performance package *		\$2,250.00	\$1,675.00	\$1,500.00	
6 performance package **		\$2,550.00	\$1,980.00	\$1,770.00	
...*incl. 10 hrs of rehearsal time (labour billed separately)					
...**incl 20 hrs of rehearsal time (labour billed separately)					
Additional time (min. 4 hrs on non-perf days)		\$50/hr	\$25/hr	\$25/hr	labour billed separately
<i>...i.e. rehearsal, tech, load-in/out, decorating, and any setup work done on client behalf.</i>					

Note: All changes to configuration of theatre (such as: lighting plot, dance floor lay, thrust removal) will incur labour and theatre time charges. This work will occur at first day of client contracted time. Your work starts on your day.

Non-Performance (use of stage or backstage for purposes unconnected with a performance)

	Off-Island/ Commercial	Community/ Non-Profit	School
use of space per hour (minimum 4 hrs)	\$95.00	\$80.00	\$25.00

Labour

	regular	overtime	
Technical Director (4hr minimum)	\$35.00	\$52.50	per hour
Skilled Technician (4hr minimum)	\$30.00	\$45.00	per hour
General Technician (4hr minimum)	\$25.00	\$37.50	per hour

Notes:

- TD presence is a requirement for all performance/event uses of the theatre, including rehearsals.
- TD is responsible not only for technical aspects but also to oversee safe use of theatre and equipment.
- TD will determine labour requirements and schedule personnel.
- Overtime is charged beyond 8 hrs per day at time and a half.

Equipment/Other Fees

	Off-Island/ Commercial	Community/ Non-Profit	School
Steinway Grand Piano	\$125.00	\$125.00	\$75.00
Upright Piano	\$0.00	\$0.00	\$0.00
Tuning (must be requested at time of booking)	\$200.00	\$200.00	\$200.00
Third-party Equipment Rental	Cost plus 10% administration charge (not applied to shipping).		
Merchandise - without seller	15%	15%	15%
Capital Replacement Fee	\$3/ticket	\$1.25/ticket	\$1.25/ticket

For events where over 50% of tickets are comped, ArtSpring will charge an additional \$100 for local NFP and \$300 for commercial rental.

For events where there is no admission charge or admission is by donation, ArtSpring will charge \$100 for local NFP and \$300 for commercial rental.

Credit Card Fees	3.3% of any ticket purchase on Visa or Mastercard and \$0.15/debit transaction
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Theatre rental includes: Lighting equipment, sound equipment, projector, risers, Box Office Services (event setup, ticket printing, online ticketing), Front of House staff (Duty Manager, Ushers, and Box Office staff), and marketing assistance as defined in *Appendix B - Promoting Your Event*.

Theatre Rental Notes

(updated July 3, 2019)

1. A booking is NOT confirmed until the contract is signed and deposit paid. The non-refundable, non-transferable deposits are:

- a. Commercial or Off-Island Renters \$300/day
- b. Community or Not-for-Profit Renters \$100/day
- c. Schools or organizations directly serving youth \$50/day

If the number of booked days is reduced after the contract is signed, the deposit for the cancelled days is forfeit to the Society and not part of the Society's final reconciliation with the renter.

2. GST is added to all rates and charges (credit/debit card fees are exempt).
3. Capital Replacement Fee: This surcharge goes directly into ArtSpring's Capital Replacement Fund and is built into ticket prices. This fund pays for capital expenditures such as roof, lighting, and sound equipment. The CRF surcharge will be subtracted from what will be paid to the renter at reconciliation. Fee is detailed on the Theatre Rental Rate schedule.
4. Complimentary tickets: If the renter wishes to issue complimentary tickets the renter may issue vouchers to be redeemed at the Box Office for comps, or the renter may provide the Box Office Manager with a list of names requiring comp tickets. **Note:** all comps must be booked at least 24 hours prior to the performance and cannot be arranged at the door.
5. Final invoices will be based on actual use and thus may vary from the rental contract estimate.
6. Technical staff: ArtSpring's Technical Director (TD) must be in-house for all performances, rehearsals and most other uses of the theatre. ArtSpring's Technical Director will determine and schedule all labour required for your event or production.
7. Any equipment requested by the renter and not available at ArtSpring will be rented by ArtSpring on behalf of the renter. Rental cost plus a 10% administration fee will be charged to the renter. Administration fee is not applied to shipping costs.
8. Consumables such as dance floor tape will be charged to the renter.
9. Appropriate meal breaks will be scheduled in calls longer than 5 hours.