



## 2007-08 RENTAL FEE SCHEDULE AND RATES \*

### Appendix A to LCA Rental and Operating Policies

	Hofmann Theatre	Margaret Leshner Theatre	Knight Foundation Stage 3	Del Valle Theatre 1963 Tice Valley Blvd.
<b>Seating Capacity</b>	<b>785</b>	<b>297</b>	<b>133</b>	<b>384</b> Including 8 handicapped Locations with no seats
<b>Event Period</b>	4 – 6 hours (Some restrictions apply) \$1,000 or 23% of gross, Whichever is greater (to a maximum of \$4,250) Includes basic staff *  \$1,400 base for free events	4 – 6 hours (Some restrictions apply) \$425.00 or 23% of gross, Whichever is greater (to a maximum of \$1,600) Includes basic staff *  \$600 base for free events	3 – 5 hours (Some restrictions apply) \$175 or 23% of gross, Whichever is greater (to a maximum of \$600) Includes basic staff *  \$300 base for free events	3 – 5 hours (Some restrictions apply) \$350 or 15% of gross, Whichever is greater (to a maximum of \$4,000) Includes basic staff *
<b>Non-Event Period</b> First 3 hours or portion thereof Each additional 2-hour period or portion thereof	\$175 plus staff  \$75 plus staff	\$100 plus staff  \$40 plus staff	\$75 plus staff  \$25 plus staff	\$100 plus staff  \$40 plus staff
<b>Overtime</b> (past midnight)	\$200 per hour, plus staff at 1.5 per hour	\$200 per hour, plus staff at 1.5 per hour	\$200 per hour, plus staff at 1.5 per hour	\$200 per hour, plus staff at 1.5 per hour
<b>Ticket Office</b> Includes the selling and printing of all tickets for the performance. Some special prices may apply for special handing or subscribers and coupon promotions discounts.	\$250 per performance A facility use charge of \$2.00 will be collected on each ticket sold. This surcharge will not be used to calculate client's rent.	\$175 per performance A facility use charge of \$2.00 will be collected on each ticket sold. This surcharge will not be used to calculate client's rent.	\$85 per performance A facility use charge of \$2.00 will be collected on each ticket sold. This surcharge will not be used to calculate client's rent.	\$200 per performance
<b>Corporate Events</b> (with no admission charge)	\$1,800 for 4 – 6 hour period. Includes basic staff *	\$800 for 4 – 6 hour period. Includes basic staff *	\$500 for 3 – 5 hour period. Includes basic staff *	\$625 for 4 – 6 hour period. Includes basic staff *
<b>* Basic Staff</b>	Lights, Sound, Rigging/ Stage Manager, House Manager, Stage Door Security	Lights, Sound, Rigging/ Stage Manager, House Manager, Stage Door Security	One Technician, House Manager, Stage Door Security	One Technician
<b>Programs</b> 10 11/16 x 16 3/8 folded	\$425 - \$600	\$425 - \$600	\$425	Per performance \$495

\*Please note that all rental fees, charges and rates are subject to change after approval by the City Council.

<b>Center Staff</b>		<b>Other Rental Areas</b>	<b>Other Fees and Charges</b>	<b>Non-Center Ticket Office Fee</b> (Whichever is greater)	
Lighting technicians	\$20-30 per hour	<u>Encore Room</u> – 3 <sup>rd</sup> Floor (Seats 25 max)	Returned check fee	001-150 seats      3% or \$100 151-300 seats      3% or \$150 301-800 seats      3% or \$200 801-1100 seats    3% or \$275 Plus 3.5% of all charge card orders	
Sound technicians	\$20-30 per hour		Lost backstage pass		\$20
Rigging technicians	\$20-30 per hour	\$200 per 3 hour period	Phone orders		\$15
Security	\$20-30 per hour		Season mail handling		\$2
Follow spot operators	\$20-30 per hour	<u>Bedford Gallery</u> – 1 <sup>st</sup> Floor (Rates below)	Concessions		\$5
Ushers/House Managers	\$10-20 per hour		Charge Card Fee		15-30%
Catering	available upon request		Internet Sales	3.3%	
Designers	available upon request			3.5%	
Marketing/PR	available upon request				
Technical supplies	available at market rate				

## Bedford Gallery

<b><u>Rental Fees</u></b>	<b><u>Program Fees</u></b>
<p><b>Receptions</b> – (Max 250 attendees) (Includes use of Creative Learning Center as preparation area)</p> <p><b>Event Period</b> = 3 hours \$500.00 with 1 security attendee</p> <p><b>Overtime</b> = \$125/hour</p> <p><b>Creative Learning Center</b> – (Max 40 attendees with 1 security attendant) \$150 for 3 hours; \$75 per hour thereafter</p> <p>Availability is subject to Gallery scheduling.</p> <p>Certificate of Liability required.</p> <p>Catering services and use of alcoholic beverages subject to Lesher Center for the Arts regulations and licensing agreements.</p>	<p>Gallery Tours                      \$45 (0 -15 people)    \$70 (16 -30 people)</p> <p>Gallery Admissions for Exhibitions Adult                                \$3.00 - \$5.00 Youth                                \$2.00 - \$3.00</p> <p>Lecture Admission Adult                                \$5.00 - \$25.00 Student                              \$2.00 - \$15.00</p> <p>Outside Bus Tours                \$25.00 - \$125.00 Gallery Outreach Presentations \$30.00 - \$100.00</p> <p><b><u>Additional Services and Equipment</u></b></p> <p>Additional Gallery Security Attendants \$20 per hour Technician (2-hour minimum)        \$25 per hour VCR/Monitor Rental                    \$25-75 Tables and Chairs                        \$75 plus applicable rates to set up and take down</p>

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