



THEATRE RENTAL RATES

(Revised June 2010)

Schedule A: All renters except those eligible for Schedules B, C or D

Schedule B: - Salt Spring resident individual artists/performers

- Salt Spring resident amateur arts groups

- Salt Spring non-profit community organizations

Schedule C: Schools or other organizations directly serving youth

Schedule D: Regular renters booking recurring events. All Schedule D rates are negotiated on an individual basis

PERFORMANCES/EVENTS (audience in attendance; use of the full theatre.)

	A	B	C	
Fri, Sat (4hr block)	\$485	\$385	\$340	
Sun-Thur (4hr block)	\$445	\$340	\$300	
3 performance package*	\$1,200	\$975	\$905	* 3-5 performance packages include 6 free hours of rehearsal time
4 performance package*	\$1,610	\$1,300	\$1,205	
5 performance package*	\$2,010	\$1,625	\$1,500	
6 performance package**	\$2,380	\$1,925	\$1,785	** 6 performance package includes 12 free hours of rehearsal time
Rehearsal/load-in/load out per hour (min 3 hours)	\$25	\$25	\$25	

NON-PERFORMANCE (use of stage or backstage for purposes unconnected with performance)

Per hour (min 3 hours)	\$95	\$80	\$20
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OTHER CHARGES

Piano - base	\$75	\$75	\$25	- Piano tuning is not included in rental
- each additional performance	\$25	\$25	0	

Sound - Simple	\$50	\$50	\$50	- One microphone and CD player - Microphones, monitors, laptop connection
- Full	\$100	\$100	\$100	
Note: Sound technician is not included in either option				

Risers	\$10/each	\$10/each	\$10/each	- per production
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LCD projector	\$40	\$40	\$40	- per performance
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Technical Director (up to 6 hrs)	\$75	\$75	\$75
- per hour after initial 6 hours	\$15	\$15	\$15

Note: The Technical Director not only sets and operates lights, but is needed to oversee and assist with with all operations of the theatre and to ensure the safety of users. His presence is a requirement for all performance/event uses of the theatre, including rehearsals. For non-performance uses of the stage/backstage, the TD may or may not be required, depending on the nature of the activity. Please consult with the Operations Manager.

Merchandise	15%	15%	15%	- house commission
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NOTES

- 1 Rental rates include the following:
 - Lighting Equipment (please note that the baseperformance/event rate does not include Technical Director to operate lights)
 - Ticket Centre services (includes event setup, ticket printing, accounting, but does not include credit card charges - Visa/Mastercard are charged back at 2.5% and debit transactions at \$0.15 per transaction)
 - Concession/Kitchen facilities (renter must make arrangement for concession if desired)
 - Front of House staff (included Duty Manager, ushers and Box Office staff on performance nights)
- 2 All rates are subject to the addition of HST.
- 3 A non-refundable deposit is required at the time of booking (\$100 for Salt Spring residents and \$300 for all others)
- 4 If the renter wishes to issue complimentary tickets for any performance, this can be done either by issuing vouchers to be redeemed at the Box Office for comps (this is the preferred method), or by supplying the Box Office with a list of patrons eligible for comps. Please note the all comps must be claimed by patrons at least 24 hours prior to the performance.
- 5 Capital Replacement Fund - A surcharge of \$1 will be added to all tickets sold to help maintain the ArtSpring building. (For example, if a ticket is priced at \$20 the renter will receive \$19. Renters should bear this in mind when making decisions about ticket pricing for their event.)
 - For events for which over 50% of the tickets are given away as comps, ArtSpring will charge an additional \$ 50 to cover CRF on free admissions
 - For events for which there is no admission charge, or for which admission is by donation, ArtSpring will charge a flat \$50 to go toward the Capital Replacement Fund.
- 6 Final invoices will be based on actual use and may or may not correspond to the estimate given in the rental contract
- 7 Food/beverage concessions, if provided, may only be set up at the concession bar adjacent to the kitchen
- 8 If any rehearsal is to be open to the public, a Duty Manager or other member of staff must be on hand to ensure safety. Plans for any such open rehearsal must be discussed with the Operations Manager ahead of time to determine staffing needs and possible additional charges
- 9 Removal and re-installation of the thrust at the front of the stage is a complicated process and will entail a \$100 charge for staff time. The need for removal of the thrust should be indicated at as early a date as possible, preferably at the time of booking
- 10 The cost of any sound operator that may be required is the responsibility of the renter. ArtSpring can recommend several operators who are certified to operate our sound equipment. Any other operators must satisfy our Technical Director that they have the necessary expertise to operate ArtSpring's equipment.
- 11 Marketing Assistance - ArtSpring will list your event on our website and include it in periodic lists of coming events sent to patrons and to the media. Other forms of marketing assistance may also be available. Please consult with the Operations Manager at the time of booking.