



*** The 1393 Seat Entertainment Centre in the
Centre of New Zealand ***

SCHEDULE OF CHARGES 2018 - 2019 **(exclusive of GST)**

AUDITORIUM

PROFESSIONAL SHOWS

Deposit \$350.00 per day

Bookings will be taken up to two years in advance, subject to payment of the above deposit, which will be forfeited if written notice of cancellation is not received by Theatre Management at least two calendar months before the date originally requested.

RENTAL

The total venue having a capacity of 1393 seats is available at whichever is the greater of the following base rates:

- (a) \$1,600.00 (or if the full capacity of the venue is not required then this base rate can be discounted accordingly by negotiation with Management); or
- (b) 9.5% of the gross ticket sales.

Pack In/Rehearsal/Pack out

No charge if on day of performance **OR** otherwise \$350.00 per day.

Pack Out

No charge for first three hours if on day of performance **OR** otherwise \$80.00 per hour thereafter.

Fees quoted are totally inclusive of: basic theatre cleaning, standard theatre lighting and sound equipment, standard stage setting and 8 hours for the services of the Theatre Technician.

Fees quoted are exclusive of the following (which are payable in addition):

- GST
- Power and Gas
- Theatre Technician \$65.00 per hour (if more than 8 hours are worked in any one day)

- Front of House Manager \$35.00 per hour (3 hour minimum call)
- Ushering Staff \$17.50 per hour per person (3 hour minimum call)
- Stage Technician \$45.00 per hour (4 hour minimum call)
- Casual labour \$34.00 per hour (4 hour minimum call)
- Cleaning \$28.00 per hour (over and above a 4 hour allocation)
- Hire of Steinway Grand Piano and technical equipment such as video projectors and screens, etc (price on application).

The services of the Theatre Technician and the Front of House Manager are mandatory.

Venue rental and ticketing fees will be deducted from ticket sale funds held. The remaining balance is then dispersed to the User. If there are insufficient funds held, the User must pay any outstanding balance owed within 7 days.

Ticketing

Unless otherwise agreed by Venue Management, all tickets must be sold through the Venue's contracted ticketing provider as per the conditions specified in the Venue's ticketing agreement.

LOCAL COMMUNITY SHOWS

Ballet recitals – School Concerts

Non-Profit Organisation Fundraising concerts

Deposit \$250.00 per day

Booking arrangements are subject to the following conditions (which are deemed to have been accepted by payment of the booking deposit):

- (a) The deposit must be paid in order to confirm the booking. Until such payment is made the booking is provisional only and may, with notice, be set aside and reallocated to another user.
- (b) After payment of the deposit the booking will be treated as a firm booking which, if it relates to a date or dates within the following four month period, cannot be changed by the venue without seeking an agreement with the party who has made the booking.
- (c) Where the booking is more than four months prior to the booked date then it is a condition of the booking, in order to optimise the use of the venue and maintain its affordability for community events, that the party who has made the booking will, if required, cooperate and make reasonable effort to rearrange the booked date or dates if the venue considers this is necessary to enable the venue to accommodate any other event or events which the venue decides needs priority.
- (d) If the booking is cancelled within two months prior to the booked date no refund or partial refund of the deposit will be made. A half refund will be made if the booking is cancelled within six months but not less than two months prior to the booked date and a full refund will be made if the booking is cancelled six months or more prior to the booked date.

RENTAL

The total venue having a capacity of 1393 seats is available at whichever is greater of the following community base rates:

- (a) \$800.00 (or if the full capacity of the venue is not required then this base rate can be discounted accordingly by negotiation with Management); or
- (b) 8% of the gross ticket sales.

Pack In/Rehearsal/Pack Out

No charge if on day of performance **OR** otherwise \$250.00 per day.

Pack Out

No charge for first three hours if on day of performance **OR** otherwise \$80.00 per hour thereafter.

Fees quoted are totally inclusive of: basic theatre cleaning, standard theatre lighting and sound equipment, standard stage setting and 8 hours for the services of the Theatre Technician.

Fees quoted are exclusive of the following (which are payable in addition):

- GST
- Power and Gas
- Theatre Technician \$65.00 per hour (if more than 8 hours are worked in any one day)
- Front of House Manager \$35.00 per hour (3 hour minimum call)
- Ushering Staff \$17.50 per hour per person (3 hour minimum call)
- Stage Technician \$45.00 per hour (4 hour minimum call)
- Casual labour \$34.00 per hour (4 hour minimum call)
- Cleaning \$28.00 per hour (over and above a 4 hour allocation)
- Hire of Steinway Grand Piano and technical equipment such as video projectors and screens, etc (price on application).

The services of the Theatre Technician and the Front of House Manager are mandatory.

Venue rental and ticketing fees will be deducted from ticket sale funds held. The remaining balance is then dispersed to the User. If there are insufficient funds held, the User must pay any outstanding balance owed within 7 days.

Ticketing

Unless otherwise agreed by Venue Management, all tickets must be sold through the Venue's contracted ticketing provider as per the conditions specified in the Venue's ticketing agreement.

GRADUATION CEREMONIES – SCHOOL PRIZEGIVINGS MEETINGS – CONVENTIONS – CHURCH SERVICES

Where **NO CHARGE** is made for admission

Auditorium: Stalls only \$ 95.00 per hour

Auditorium: Stalls and Circle \$140.00 per hour

Deposit \$250.00 per day

Each of the above hireage rates will include use of the Auditorium, Foyer, Stage and Dressing Room areas, theatre lighting equipment and basic cleaning. Extra cleaning will incur additional costs.

Fees are exclusive of the following (which are payable in addition):

- GST
- Power and Gas
- Theatre Technician \$65.00 per hour (if more than 8 hours are worked in any one day)
- Front of House Manager \$35.00 per hour (3 hour minimum call)
- Ushering Staff \$17.50 per hour per person (3 hour minimum call)
- Stage Technician \$45.00 per hour (4 hour minimum call)
- Casual labour \$34.00 per hour (4 hour minimum call)
- Cleaning \$28.00 per hour (over and above a 4 hour allocation)
- Hire of the Steinway Grand Piano and technical equipment such as video projectors and screens, etc (price on application).

The services of the Theatre Technician and the Front of House Manager are mandatory.

Ticketing

Unless otherwise agreed by Venue Management, all tickets must be sold through the Venue's contracted ticketing provider as per the conditions specified in the Venue's ticketing agreement.

REGENCY ROOM

Capacity: 150 persons seated theatre style; or
 100/120 persons seated at tables for dinner setting.

Day Rate: 8:00am to 5:00pm \$340.00 plus relative costs as below

Evening Rate: 5:00pm to 12 midnight \$280.00 plus relative costs as below

Casual Rate: 3 hour minimum charge \$ 65.00 per hour plus relative costs as below

These rates will be subject to a 50% discount if used in conjunction with the Auditorium.

Fees are exclusive of the following (which are payable in addition):

- GST
- Front of House Manager \$35.00 per hour (3 hour minimum call)
- Cleaning (if required) \$28.00 per hour

REHEARSAL ROOM

Day Rate:	8:00am to 5:00pm	\$250.00 plus relative costs as below
Evening Rate:	5:00pm to 12 midnight	\$205.00 plus relative costs as below
Casual Rate:	3 hour minimum charge	\$ 50.00 per hour plus relative costs as below

These rates will be subject to a 50% discount if used in conjunction with the Auditorium.

Fees are exclusive of the following (which are payable in addition):

- GST
- Front of House Manager \$35.00 per hour (3 hour minimum call)
- Cleaning (if required) \$28.00 per hour

STAGE

\$80.00 per hour (3 hour minimum charge) plus relative costs as below

Deposit \$250.00 per day

Fees are exclusive of the following (which are payable in addition):

- GST
- Power and Gas
- Front of House Manager (if required) \$35.00 per hour (3 hour minimum call)
- Theatre Technician \$65.00 per hour (if more than 8 hours are worked in any one day)
- Cleaning (if required) \$28.00 per hour

FOYER - MEZZANINE

\$65.00 per hour (3 hour minimum charge) plus relative costs as below

Fees are exclusive of the following (which are payable in addition):

- GST
- Front of House Manager \$35.00 per hour (3 hour minimum call)
- Theatre Technician (if required) \$65.00 per hour
- Cleaning (if required) \$28.00 per hour