

STANDARD FACILITY RENTAL RATES:

Performance Fee (*per hour, four hours minimum*) **\$1,050.00**
 Rental of the theater for up to one (1) hour – doors open to doors closed, four (4) hours minimum use required; includes standard labor rates of a stage supervisor, lighting console operator, sound console operator, and a head carpenter. The Front-of-house services include a house manager, a coat check attendant and *up to* ten ushers. Normal heating and air conditioning services are included. If needed, Fire Guard coverage and Public Safety officers are at an additional cost. Extra technicians and front-of-house staff are at additional cost. Additional staffing is at the discretion of the Theater Management; including technicians, ushers, supervisors, facilities personnel, and/or security. The Performance Fee begins one hour prior to the scheduled opening of the house, and at that time the entire running crew and front of house staff will be hired. Note: Use of dressing rooms requires hiring the House Wardrobe Supervisor at their prevailing hourly rate.

Non-Performance Fee (*per hour, four hours minimum*) **\$400.00**
 Rental of the theater for up to one (1) hour – doors open to doors closed, four (4) hours minimum use required; includes standard labor rates of a stage supervisor, lighting console operator, sound console operator, and a head carpenter. Normal heating and air conditioning services are included. If needed, Fire Guard coverage and Public Safety officers are at an additional cost. Extra technicians and front-of-house staff are at additional cost. Additional staffing is at the discretion of the Theater Management; including technicians, ushers, supervisors, facilities personnel, and/or security. Note: Use of dressing rooms requires hiring the House Wardrobe Supervisor at their prevailing hourly rate.

Conference Rate (*per hour, four hours minimum*) **\$850.00**
 Rental of the theater for up to one (1) hour – doors open to doors closed, four (4) hours minimum use required; includes standard labor rates of a stage supervisor, lighting console operator, sound console operator, and a head carpenter. Front-of-house services include a house manager and up to six ushers. Extra technicians and/or front-of-house staff are at additional cost. Normal heating and air conditioning services are included. If needed, Fire Guard coverage and Public Safety officers are at an additional cost. Additional staffing is at the discretion of the Theater Management. This includes technicians, ushers, supervisors, facilities personnel, and/or security. A conference set-up includes a lectern, with microphone, PowerPoint set-up, a dais, and one general lighting look. Set-ups that demand light cues and more than the standard conference set up shall be deemed a performance.

Theater Lobby Reception in conjunction with a Performance or Conference (*per hour*) **\$350.00**
 Rental of the theater lobby for up to one (1) hour; includes a house manager, one coat check attendant, and one usher.

Dressing Room Rental Only (*per hour*) **\$150.00**
 Rental of the theater dressing rooms for up to one (1) hour; Additional labor charges apply as the House Wardrobe Supervisor and the Technical Director must be hired at their prevailing hourly rates.

Dark Day Fee (*per day*) **\$1,300.00**
 Any day during a rental period of three or more days that has no activity scheduled. College holidays (listed below) are exempt from the dark day fee.

Beyond Operational Hours Fee (*per hour*) **\$600.00**
 For any building occupancy between the hours of 12:00 Midnight and 7:00am, or on a College holiday (listed below).

Harlequin Reversible Dance Floor (*per day/ per week*) **\$150.00/\$500.00**
 Rental of the theater’s dance floor. Labor to install and remove the dance floor is additional. Color options are Gray or Black.

Steinway D Piano Rental Fee (*per day/ per week*) **\$250.00/\$600.00 + tuning fee**
 Usage of the theater’s Steinway D concert grand piano.

Piano Tuning Fee (*for each tuning, subject to change*) **\$150.00**
 One tuning of the theater’s piano by an experienced technician. Tuning arrangements must be made through the theater Technical Director. A restoration tuning charge will be assessed if the pitch is altered.

STANDARD LABOR RATES:

Technical Supervisor/Stage Supervisor	\$60.00 (per hour)
Lead Technician/House Technicians/ Wardrobe Supervisor	\$52.00 (per hour)
Technicians	\$45.00 (per hour)
House Manager	\$35.00 (per hour)
Usher or Coat Check Attendant	\$18.00 (per hour)
Custodian	\$18.00 (per hour)
Security Officer	\$25.00 (per hour)
Public Assembly Fire Guard	\$35.00 (per hour)

PENALTY LABOR RATES:

Overtime: <i>(Time and a half)</i>	Add 0.5 to standard rate 1. Over eleven (11) hours in a standard work day 2. Over forty (40) hours in a work week (seven days beginning day of load in)
Inconvenience Pay: <i>(Time and a half)</i>	Add 0.5 to standard rate 1. Hours worked between 12:00 midnight and 7:00am 2. Less than eight (8) hours between work calls. Penalty rate is incurred until an eight hour break is given.
Broadcast Pay:	Add \$3.00 per hour to standard rate During taped and filmed events for national distribution or broadcast for profit, every member of the crew shall be paid an additional \$3.00 per hour to work on events of this type for the entire run. Dance schools and recitals are exempt, and so are CUNY functions and press feeds.
Meal Penalty:	Add 1 hour of straight time If crew does not receive a meal break before 5 hours of work, each crew member is compensated with one hour of straight time.
Holidays: <i>(Time and a half)</i>	Add 0.5 to standard rate Any time worked on the following holidays: New Year's Eve, New Year's Day, Martin Luther King, Jr. Day, Lincoln's Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.

HOUSE RULES

MINIMUMS:

The minimum rental is four hours. The minimum labor call is 1 Stage Supervisor and 4 technicians for four hours. The standard rates of a supervisor and 3 technicians are included in the facility rental fee; subsequent technicians will be at an additional charge.

Calls may be shortened ONLY with 24 hours advance notice from the start of the call. Please note that notice of a shortened call must be received on weekdays between the hours of 9am-4pm.

Exceeding a call ("Breaking the hour") by one or more minutes requires a full hour of additional pay, and technicians receive prevailing rate with any penalties that apply.

Rental and labor rates are billed to the hour and can only be booked to the half hour with prior approval.

BREAKS:

Coffee Break – one fifteen minute paid break to the crew between the 2nd and 3rd hour of work.

Meal Break – Meal breaks must be given after 5 continuous hours of work. 30 minute meal breaks are paid; 60 minute meal breaks are not paid. A meal break **MUST** be given to crew members after a maximum 6 consecutive hours worked; **NO EXCEPTIONS**. For work performed between the 5th and 6th hours of a call, all crew members will be paid a meal penalty equal to one hour of their standard rate. **Crew members MUST take a meal break upon reaching 6 continuous hours worked.**

Rates are subject to change without advance notice.