

## Rental Rates and Fine Arts Ticket Office Fees 2023-24

### Off-Campus Groups

|                                 |                                                                                                                                                                                                                                                                                                           |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Facility Rental:</b>         | \$350.00/day (rehearsals - up to 5 hours).<br>\$85.00/hour (rehearsals - after 5 hours).<br>\$1,400.00/day (performance days - 8 hours maximum).<br>\$200.00/hour (performance days - after 8 hours).<br>\$4,000.00/week (8 hours daily, five days).<br>\$85.00/hour (weekly rental - after 8 hours/day). |
| <b>Staff Labor:</b>             | \$50.00/hour (up to 8 hours/day or up to 40 hours/week).<br>\$75.00/hour (after 8 hours/day or after 40 hours/week).<br>\$100.00/hour (after 12 hours/day or after 8 hours on the seventh consecutive day).                                                                                               |
| <b>Student Labor:</b>           | \$25.00/hour (up to 8 hours/day or up to 40 hours/week).<br>\$37.50/hour (after 8 hours/day or after 40 hours/week).<br>\$50.00/hour (after 12 hours/day or after 8 hours on the seventh consecutive day).                                                                                                |
| <b>Ticket Sales:<br/>(Paid)</b> | \$0.75/ticket printed for ticket stock.<br>\$1.85/ticket sold.<br>\$75.00/performance setup fee.<br>6% of total gross sales or 6% of potential sales (at the highest ticket price) if 50% of the house sold, whichever is larger.                                                                         |
| <b>Ticket Sales:<br/>(Free)</b> | \$2.60/attendee or \$598.00 total, whichever is higher.                                                                                                                                                                                                                                                   |

### Staff and Student Labor

Stage crew, front of house, and box office labor needs will be determined by University Theatre staff and reviewed with the client ahead of the first day of usage.

### Deposit and Cancellation Policy

The entire Facility Rental fee will be required in advance as a deposit to hold your dates in the theatre. The Facility Rental Fee is fully refundable up to four weeks prior to the first day's usage of the theatre. If your first usage is less than four weeks away the Facility Rental Fee will be forfeited.

Once the Fine Arts Ticket Office sets up your performances in the online ticketing system, box office cancellation fees will apply:

- \$75.00/performance setup fee.
- \$200.00/cancellation fee.
- 50% of the house capacity at \$2.60/seat (typically \$598.00/performance).

### Comp Ticket Policy

All events are allowed 5% of the total house capacity (over all performances) as complimentary tickets for \$2.60/ticket. Complimentary ticket quantities above 5% will be charged to the client as "sold" tickets (\$2.60/ticket + the highest ticket price). Please note that 5% of the University Theatre's total house is 23 tickets.