

Broadway Theatre Rental Information

Effective May 1, 2009 (prices subject to change without notice)

Theatre Capacity: 430 plus 6 wheelchair stations. Total 436.

DAYTIME THEATRE RENTAL

If just renting in the daytime, there is a 3-hour minimum charge. Must be out by 5:00 pm

Rental Rate: \$75.00 / hr Non-Profit \$60.00 / hr

Non-Profit organizations must provide their non-profit status number.

Deposit: 50% Non-Profit 50%

THEATRE RENTAL – EVENING PERFORMANCES

Rental Rates: One performance in a day

Sunday-Wednesday \$725.00 + G.S.T. Non-Profit \$575.00 + G.S.T.

Thursday-Saturday \$895.00 + G.S.T. Non-Profit \$750.00 + G.S.T.

Non-Profit organizations must provide their non-profit status number.

Rental Rates: Two performances in one day

Sunday-Wednesday \$1075.00 + G.S.T. Non-Profit \$825.00 + G.S.T.

Thursday-Saturday \$1350.00 + G.S.T. Non-Profit \$1050.00 + G.S.T.

Non-Profit organizations must provide their non-profit status number.

Rental Rates: Partial Evening

7pm Sunday-Wednesday \$385 +G.S.T. Non-Profit \$330+G.S.T.

9pm Sunday-Wednesday \$330 +G.S.T. Non-Profit \$220+G.S.T.

7pm Thursday-Saturday \$465 +G.S.T. Non-Profit \$400+G.S.T.

9pm Thursday-Saturday \$415 +G.S.T. Non-Profit \$300+G.S.T.

> Ticket printing (for full evening rental) both rush -\$50 and assigned seating -\$100

> Box office is open every evening 6:30 – 9:30, weekdays from noon to 6:30, and from noon to 6:30 pm on Saturday for weekend shows. We supply Box Office person.

Door/Ushers: >at the discretion of management, to be arranged by the Theatre.

>the Broadway normally arranges to have minimum two volunteer ticket takers/ushers.

Publicity: > Broadway Theatre will put up posters and other publicity material at the Theatre at no charge

> Broadway Theatre will list your event on the calendar page of the monthly schedule no charge (up to 4,000 distributed monthly) as well as under UPCOMING LIVE EVENTS. Information also is included on our website.

> Rates for on screen advertising as well as additional advertisements in our calendar are available upon request. Lessee will supply design in preferred format for calendar and screen advertising.

>As space permits Broadway Theatre will feature your event on the marquee at no charge.

>Television, radio, newsprint and other forms of publicity are the responsibility of the promoter.

Box Office and occupancy to be determined at time of booking.

Rental Deposit: A minimum 50% of rental rate (due 2 months prior to the event.)

MARQUEE: The Theatre reserves the right to decide what information will be included on the marquee and where it will be placed. A minimum notice of at least one week must be provided in writing for any special considerations.

OTHER CHARGES:

Box Office Charges:

- 5% of ticket sales sold through theatre box office (minimum fee: \$50.00)
- We charge to the ticket purchaser \$1 per ticket as a service charge.
- Theatre must retain no less than 150 tickets to sell through box office.

Show Tech: Payable by lessee. This is a union house operating under a legal collective agreement.

As per Union agreement, minimum stagehand call is a 3-hour load-in and a 3-hour load-out (May 2009 cost: \$100 per tech per 6-hour period.)

Show Cancellation: - deposit retained (if cancelled less than 6 weeks prior)

Merchandise: The Broadway charges a 15% commission fee.

- Merchandise person (s), display table and float, as well as debit and credit card acceptance are supplied by theatre

Outside Concession: The Broadway charges a 20% commission fee on sales of any food and beverage brought into the Theatre. Outside concession items must be approved in advance by theatre management.

Intermission: > **one 20 minute intermission is required per show.** Penalty charged if no intermission is allowed.

Insurance: >as per contract, *proof of insurance necessary.*

Please have your insurance agent include:

Friends of the Broadway Theatre

715 Broadway Avenue

Saskatoon, Sask. S7N 1B3

under the Additional Insured with a 30 day cancellation clause

Security: >at the discretion of management security will be arranged by the Theatre; costs will be charged to lessee

Digital Projection: If a separate sound system is required the Theatre must approve the service provider.

Broadway Theatre Stage Dimensions

Proscenium to back wall 55 ft. wide X 35 ft. deep X 17 ft. high for set up

Acting area 35 ft. wide X 25 ft. deep X 15 ft. high

Proscenium 30 ft. high

Broadway Theatre Screen Information

Screen Size: 17 ft high X 27 ft, 7 inches wide

Projection Throw: 103 ft. from booth for 35 mm