



## **RENTAL & SERVICE RATES**

Effective: October 1, 2020

### **FACILITY RENTALS**

	<b><u>Rate</u></b>
Theatre Rental (Evening (3pm-11pm) Thursday-Sunday inclusive of cleaning fee + stage lighting	\$ 800
Theatre Rental (Evening (3pm-11pm) Monday - Wednesday inclusive of cleaning fee + stage lighting	\$ 700
Theatre Rental (Matinee (12pm-5pm) inclusive of cleaning fee + stage lighting	\$ 600
Stage Rental (without audience or stage lighting) + cleaning fees - to be negotiated	TBD
Additional hour Theatre Rental including auditorium	\$ 100/hr
Upper Floor Loft Hourly Rental Rate (plus cleaning + staffing if applicable; 2 hour minimum)	\$ 40/hr
Lobby only (Community NFP rate: \$20/hr plus cleaning + staffing, if applicable)	\$ 40/hr
Green Room - with no stage access	\$ 40/hr

#### **Notes:**

Theatre Rentals include box office services, usher and concession staff, a FOH manager is billed hourly based on actuals.  
For ticketed paid-admission events, Rental is subject to an additional rate of 10% of Gross Ticket Sales  
Registered PEC Not-For-Profit Rental (including schools) may request 20% discount on above rates  
One Regent Theatre technician is required onsite for the duration of all theatre rentals.  
For free admission events a surcharge of \$0.25/head will be charged

### **STAFFING & TECHNICAL SERVICES**

1 Sound + 1 Lighting technician for 6 hours (minimum 4 hr; \$45/hr additional hrs after 8 hrs)	\$ 500
House Technician for basic lighting/sound and setup (4 hr minimum)	\$ 35/hr
Streaming video technician (4 hr minimum)	\$ 35/hr
Additional camera operator (4 hr minimum)	\$ 35/hr
Projectionist Fee per hour (4 hr minimum)	\$ 20/hr
Front of House Manager - Mandatory for public events and screenings - (4 hr minimum)	\$ 20/hr
MP4 to DCP conversion (for use on big screen; one time charge per MP4, resulting DVD can be used at other theatres)	\$ 100
Live Event Trailer - under 1 minute (assuming all assets provided by client; 2 rounds of revision)	\$ 250
Marketing (Gazette Ad inclusion, poster printing, social media, lobby display, pre-show)	TBD
Facility Cleaning Fee - Theatre or Stage Rental (mandatory expense) dependent on area usage	\$ 100 - 150
Facility Cleaning Fee - Loft, Lobby, Greenroom (mandatory expense)	\$ 75

### **EQUIPMENT RENTALS**

Use of cinema projector - 4hr minimum rental; not including technician	\$ 15/hr
Use of portable HD projector and projection screen - flat rate per rental	\$ 50
Streaming Equipment (3 cameras + switcher/encoder + computer) - flat rate per rental period	\$ 200
Snow Machine Usage	\$ 300
Fog Machine Usage	\$ 175
Hazing Machine Usage	\$ 175
Audio basic equipment 1-2 microphones, spoken word (includes sanitization)	\$ 200
Audio equipment for max. 8 hours, \$75/hr additional hrs	\$ 300
Electrical Connection for live production (included in sound and/or lighting equipment rentals)	\$ 50

#### **Notes:**

All staffing and equipment usage is charged based on actual hours + HST

### **TICKETING**

Building Improvement Fee (BIF) on tickets issued:	Events under \$15.00	\$ 1
	Events over \$15.00	\$ 2
	Events over \$50.00	\$ 3
Per Ticket Service Charge (S/C) per complimentary tickets issued by Promoter		\$ 3

#### **Notes:**

The Regent is the exclusive ticketing provider for all events and screenings.  
User paid point of sale Ticket System Service Charges - In Person/Phone \$2.00; Online \$3.00

### **MARKETING AND ADVERTISING**

Marketing Services including but not limited to Gazette Ad inclusion, poster printing, social media, lobby display, pre-show ads are available. For more information inquire with the General Manager.

### **OTHER COSTS**

10% Sale of Merchandise commission on gross sales if promoter sells (add 5% if Regent sells).  
Consideration Fee for Outside Food & Beverage - To be negotiated. Note: Alcohol is exclusive to The Regent.  
Origination Fee for broadcast or recording - To be negotiated.  
Pre-rigging or early move-in subject to availability and additional charges

### **TERMS AND CONDITIONS**

An event is confirmed only upon receipt of a signed/executed Rental Agreement  
All above rates and pricing above are subject to all applicable taxes.  
Rates may increase without notice.