

**THEATER FACILITIES RENTAL GUIDE**

**KGAC-AR-5**

**Please review the following information. Determine the User's needs, and agree on the package that best suits the event requirements. Confirm this on all documents.**

*Please confer with Terry Franceschi - Theater Operations Manager before you agree on a selection. Terry can be contacted at (503) 408-2715. **NOTE: Designs, including but not limited to; Lighting, Audio and/or Visual, Costume, and Set Designs are to be provided by others.***

**PACKAGE "A"**  
**Includes:**  
 \* Auditorium and Stage Apron (approximately 8'-deep by 40'- wide).  
 \* Front Curtain closed.  
 \* Podium w/1amplified Microphone (Mic).  
 \* Lighting for podium and seating area (house lighting).  
 \* Theater Supervisor.

**PACKAGE "B"**  
**Includes:** \* All of Package "A" and Stage to Mid-Stage Curtain (26' of depth). \* Use of front curtain. \* Up to 3 addl. Mics (4 total). \* House Cassette/CD Player. \* Up to 8 standard lighting cues. \* One A/V component Set Up. \* Theater Supervisor and 1 crew.

**PACKAGE "C"**  
**Includes:** \* All of Packages "A + B" and Full Stage to Up-Stage Curtain (44' of depth). \* Up to 4 additional Mics (8 total), \* 2 Stage Monitor Speakers, \* 24 standard lighting cues, \* 2 rigging moves. \* Access to Dressing and Make Up Rooms. \* Theater Supervisor and 2 crew.

**PACKAGE "D"**  
**Includes:** \* All of Packages "A - C" and \* Full access to lighting and sound system inventories. \* Up to 150 lighting cues and \* 40 sound or A/V cues. \* Up to 10 rigging moves. \* Theater Supervisor and 3 crew.

<b>M I N I</b>	<b>Off Peak 1/2 Day Rate (4 Hours max.) for Non-Holiday, choose <u>Monday - Thursday</u></b>	\$450.00 300 Rent 50 Equipment 100 Labor	\$550.00 300 Rent 115 Equipment 135 Labor	<b>Load-In / -Out Off Peak ( 4 Hrs. max.) Non-Holiday, <u>Monday - Thursday</u></b>	<b>Load-In / -Out Peak ( 4 Hrs max.) Non-Holiday, <u>Friday - Saturday</u></b>
	<b>Each Add'l Hour</b>	\$150.00	\$175.00	\$350.00	\$500.00
<b>P A C K</b>	<b>Peak 1/2 Day (4 Hrs. max.) Non-Holiday, <u>Friday + Saturday.</u> *Sunday addl. \$</b>	\$625.00 450 Rent 50 Equipment 125 Labor	\$750.00 450 Rent 115 Equipment 185 Labor	<b>Load-In / -Out Off Peak ( 8 Hrs max.) Non-Holiday, <u>Monday - Thursday</u></b>	<b>Load-In / -Out Peak ( 8 Hrs max.) Non-Holiday, <u>Friday - Saturday</u></b>
	<b>Each Add'l Hour</b>	\$175.00	\$200.00	\$600.00	\$750.00
<b>F U L L</b>	<b>Off Peak Day Rate (8 Hours max.) for Non-Holiday, choose <u>Monday - Thursday</u></b>	\$700.00 400 Rent 100 Equipment 200 Labor	\$800.00 400 Rent 130 Equipment 270 Labor	\$900.00 400 Rent 160 Equipment 340 Labor	\$1000.00 400 Rent 190 Equipment 410 Labor
	<b>Each Add'l Hour</b>	\$200.00	\$225.00	\$250.00	\$275.00
<b>P A C K</b>	<b>Peak Day (8 Hrs. max.) Non-Holiday, <u>Friday + Saturday.</u> *Sunday addl. \$</b>	\$950.00 600 Rent 100 Equipment 250 Labor	\$1100.00 600 Rent 130 Equipment 370 Labor	\$1225.00 600 Rent 160 Equipment 465 Labor	\$1350.00 600 Rent 190 Equipment 560 Labor
	<b>Each Add'l Hour</b>	\$225.00	\$250.00	\$275.00	\$300.00

**\* Load-In and Load-Out rentals include the load-in or load-out of your companies equipment. These Load-in rental packages do not include PHS equipment operation or cueing.**

\* Events scheduled on Sunday and/or through a holiday will be negotiated based upon the event needs, additional overhead, operating and overtime labor costs.

\*Additional Stagehand(s) can be added at \$35 each per 1/2 day (4 hour max.), and \$70 each per full day (8 hour max.). NOTE: Stagehands are paid based on four hour minimum calls. After eight hours of a regular day, crew are paid time and a half. A one hour meal break is required after each 4 hour work period. For each meal break missed a \$30.00 per crew member penalty will be assessed and required prior to the break being missed. Holiday pay is calculated at time and a half up to the first 8 hours and double time after 8 hours.

\* Parkrose H.S. Community Center is capable of providing quality video taping of your event. These services and their related costs must be negotiated prior to, and included as part of, your rental agreement information. For video services contact Bob Forrest at (503) 408-2678.