

The Regent Theatre
 RENTAL SERVICE RATES*
 Effective: October 1, 2023

| <u>Rate Sheet</u> | <u>Rate</u> |
|---|-------------|
| Theatre Rental Fee (Daily) includes auditorium/stage/greenroom cleaning fees + stage lighting + up to 5 monitor mixes; standard 8 hr rental period; 4 hrs TD time | \$ 900 |
| Theatrical Sound & Lighting | \$ 200 |
| Theatre Rental Fee (Hourly) | \$ 100.00 |
| Cinema Rental (per screening) includes auditorium; use of projector & lobby; standard 4 hr rental period | \$ 400.00 |
| Cinema Rental with AV | \$ 600.00 |
| Loft Event Rental Rate w/ AV (plus cleaning, FOH staff, technician required 4 hr min) | \$ 75 |
| Loft Hourly Day-time Rental Rate (rehearsals etc) - pending availability | \$ 40 |
| Green Room Rental - with no stage access | \$ 40 |
| Lobby Rental Rate - with no auditorium access (plus cleaning + FOH staffing) | \$ 50 |

Notes:

Theatre Rentals include box office services, usher and concession volunteers, and FOH manager who bills hourly based on actuals. For ticketed paid-admission events, Rental is subject to an additional rate of 10% of Gross Ticket Sales after 200 sales. Registered Not-For-Profits and community groups (including schools) may request 20% discount on Facility Rental rates. House Technician is required onsite for the duration of all rentals.

STAFFING & TECHNICAL SERVICES

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|---|---------|
| Theatrical House Technician for basic lighting/sound and setup (standard 10 hr day; min 4 hr) | \$ 35 |
| Cinema Rentals - Projectionist mandatory (standard min 4 hr) | \$ 25 |
| AV Technician - Required for live event projection and Cinema Rental w/AV | \$ 30 |
| Streaming video technician (4 hr min) | \$ 30 |
| Additional camera operator (4 hr min) | \$ 30 |
| Front of House Manager - Mandatory for all events - (4 hr min) | \$ 25 |
| MP4 to DCP conversion (for use on big screen; one time charge per file) | \$ 100 |
| Live Event Trailer creation - under 1 minute (assuming all assets provided by client; 2 rounds of revision) | \$ 250 |
| Facility Cleaning Fee - Loft, Lobby, Greenroom - fee per area for additional cleaning | \$ 75 |
| Technical Director & Programmer/Executive Director (4 hr included in all rental packages) additional hours billed at hourly rate. | \$45/hr |

EQUIPMENT RENTALS

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|--|----------|
| Use of cinema projector - flat rate not including technician | \$ 50 |
| Use of 4K HD projector and scrim - flat rate | \$ 100 |
| Streaming Equipment (3 cameras + switcher/encoder + computer) - flat rate per rental period | \$ 300 |
| Fog/Haze Machine Usage | \$ 50 |
| Premium Audio Package for events requiring more than 5 monitors and/or mics quoted separately. | variable |

Notes:

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

*All rates are subject to change.

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TICKETING & BOX OFFICE

Fees Charged to Ticketbuyer (inclusive of tax):

| | |
|---|------------|
| Per Ticket Service Charge (variable based on ticket price) | \$9.00 max |
| Building Improvement Fund (Donation to Regent) applied to all tickets | \$ 2.00 |

Fees Charged to Renter (deducted from Gross Receipts at reconciliation):

| | |
|---|-----------|
| Per Ticket Service Charge per complimentary tickets issued by Promoter | \$ 3.00 |
| Per Ticket (VBO) Processing Fee (4% of ticket sales) | 4% |
| Event Creation/Web Integration Minimum Fee (for Loft, Lobby and/or Off Site event creation) | \$ 100.00 |
| Ticket sales surcharge (Events with sales over 200 tickets sold, not including comps) | 10% |
| Renter pays a Building Improvement Fund (Donation to Regent) per ticket on all free events | \$ 2.00 |

Notes:

The Regent is the exclusive ticketing provider for all ticketed events and screenings.
Ticket buyer pays service fees on all ticket purchases
Renter pays Ticket Processing Fees (deducted from Gross Receipts at Reconciliation)

MARKETING AND ADVERTISING

Marketing Services including but not limited to Gazette Ad inclusion, poster printing, social media, lobby display, pre-show ads are available. Details included in quote.

OTHER COSTS

No commission charged on merchandise.
Consideration Fee for Outside Food & Beverage - To be negotiated. Note:
Alcohol is exclusive to The Regent.
Licensing Fee for broadcast or recording - variable
Pre-rigging or early move-in subject to availability and additional charges
All technicians bill based on actuals including 1 hr travel time on each call (\$35/hr)

TERMS AND CONDITIONS

Additional fees apply to cancelled events and/or alteration of marketing materials after go-live date.
An event is confirmed only upon receipt of a signed/executed Rental Agreement and non-refundable deposit
All rates are subject to applicable taxes.
All renters must provide proof of insurance.
All rates and fees are subject to change. All rental agreements are subject to venue policies and protocols.

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