



# 2019-20 Inlet Theatre Rates

**Commercial and  
Private Events**

**Artistic  
Performance**

**Non-Profit Group**

**Non-Profit Group**  
*(Port Moody based)*



# Commercial and Private Rates



**This rate is for:**

- Business or private group hosting a meeting, AGM or invitation-only event
- Events not promoted to the public
- Events where business promotion is the main objective

	2019	2020
<b>Inlet Theatre &amp; Galleria Rental Rates</b> • Includes Galleria and one Technician. • Final booking lengths determined by Inlet Theatre ( <i>Min 2 hours</i> ).	Sun to Thur: \$184/hr \$151/hr for 10 hr length Fri to Sat: \$195/hr \$161/hr for 10 hr length	Sun to Thur: \$188/hr \$155/hr for 10 hr length Fri to Sat: \$200/hr \$165/hr for 10 hr length
<b>Rehearsal Rates</b> • Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time ( <i>Min 4 hours</i> ).	\$77/hr	\$77/hr
<b>Additional Technician</b> • Required for all concerts and most other rentals; is determined by Inlet Theatre. Minimum 4 hour call for second Technician.	\$42/hr, per Technician	\$42/hr, per Technician
<b>Front of House</b> • Required on all public events and private events when determined by Inlet Theatre ( <i>Min 4 hours</i> ).	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre
<b>Staff Overtime</b> • Charged after 10 hours of work, in addition to hourly venue and staff rates, per staff member.	\$42/hr per Technician, \$27/hr per Front of House staff member	\$42/hr per Technician, \$27/hr per Front of House staff member
<b>Missed Meal Surcharge</b> • Charged if a break is not provided after each 5 hours of work. • Charged in addition to hourly venue and staff rates, per Technician, per missed break.	\$84 for each missed break per staff member	\$84 for each missed break per staff member
<b>Dark Day</b> • Charged daily when the venue cannot be rented out due to a set or special arrangement on site. • Not applicable on Fridays or Saturdays.	\$110 per day	\$110 per day
<b>Projector &amp; Screen</b> • Per projector; we have two fixed in place and one portable.	Included	Included
<b>Wireless Microphone</b> • We have 2 wireless microphones available (hand held and/or lapel)	Included	Included
<b>Galleria Projector &amp; Screen Installation</b> • Suspended projector & screen in the Galleria. • Rate includes all set up and take down costs outside of the contracted rental time.	\$300 per event	\$300 per event
<b>Galleria Sound System</b> • Ideal for background music & speeches.	Included	Included
<b>Inlet Theatre Box Office Administrative Fee</b>	\$30 per show	\$30 per show
<b>Consignment Tickets</b>	\$25 per show	\$25 per show
<b>Late Ticket Restocking</b>	\$25 per show	\$25 per show
<b>Custom Gobo</b> • Rates subject to change; client responsible for providing design 30 days before event.	\$138.88 including tax	\$138.88 including tax
<b>Essential Pipe &amp; Drape</b> • Essential drapes are those needed to enclose the Galleria for an event to occur.	No fee (set up and take down time factored into the rental schedule)	No fee (set up and take down time factored into the rental schedule)
<b>Aesthetic Pipe &amp; Drape</b> • Aesthetic drapes are those that are for beautification purposes only. We have 12 panels measuring 9' tall by 4' wide.	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)
<b>SOCAN (<a href="http://www.socan.ca">www.socan.ca</a>)</b> • Required on all events that play music. • Rates are set by SOCAN and are subject to change without notice.	With dancing: \$63.49 Without dancing: \$31.72	With dancing: \$63.49 Without dancing: \$31.72

**Clients must obtain insurance for all rentals.** An insurance certificate must be directly provided to Theatre Coordinator 30 days before an event. Refer to Page 3 of Inlet Theatre Rental Terms & Conditions for further information.

*Rates are plus applicable taxes*



# General Non-Profit Group Rates



**This rate is for:** • Groups that are a B.C. Registered Non Profit Society, but not based in Port Moody

	2019	2020
<b>Inlet Theatre &amp; Galleria Rental Rates</b> • Includes Galleria and one Technician. • Final booking lengths determined by Inlet Theatre ( <i>Min 5 hours</i> ).	Sun to Thur: \$132/hr Fri to Sat: \$141/hr	Sun to Thur: \$135/hr Fri to Sat: \$145/hr
<b>Rehearsal Rates</b> • Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time ( <i>Min 4 hours</i> ).	\$77/hr	\$77/hr
<b>Additional Technician</b> • Required for all concerts and most other rentals; is determined by Inlet Theatre. Minimum 4 hour call for second Technician.	\$42/hr, per Technician	\$42/hr, per Technician
<b>Front of House</b> • Required on all public events and private events when determined by Inlet Theatre ( <i>Min 4 hours</i> ).	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre
<b>Staff Overtime</b> • Charged after 10 hours of work, in addition to hourly venue and staff rates, per staff member.	\$42/hr per Technician, \$27/hr per Front of House staff member	\$42/hr per Technician, \$27/hr per Front of House staff member
<b>Missed Meal Surcharge</b> • Charged if a break is not provided after each 5 hours of work. • Charged in addition to hourly venue and staff rates, per Technician, per missed break.	\$84 for each missed break per staff member	\$84 for each missed break per staff member
<b>Dark Day</b> • Charged daily when the venue cannot be rented out due to a set or special arrangement on site. • Not applicable on Fridays or Saturdays.	\$110 per day	\$110 per day
<b>Projector &amp; Screen</b> • Per projector; we have two fixed in place and one portable.	\$75 per day	\$75 per day
<b>Wireless Microphone</b> • We have 2 wireless microphones available (hand held and/or lapel)	\$10 per microphone per day	\$10 per microphone per day
<b>Galleria Projector &amp; Screen Installation</b> • Suspended projector & screen in the Galleria. • Rate includes all set up and take down costs outside of the contracted rental time.	\$300 per event	\$300 per event
<b>Galleria Sound System</b> • Ideal for background music & speeches.	Included	Included
<b>Inlet Theatre Box Office Administrative Fee</b>	\$30 per show	\$30 per show
<b>Consignment Tickets</b>	\$25 per show	\$25 per show
<b>Late Ticket Restocking</b>	\$25 per show	\$25 per show
<b>Custom Gobo</b> • Rates subject to change; client responsible for providing design 30 days before event.	\$138.88 including tax	\$138.88 including tax
<b>Essential Pipe &amp; Drape</b> • Essential drapes are those needed to enclose the Galleria for an event to occur.	No fee (set up and take down time factored into the rental schedule)	No fee (set up and take down time factored into the rental schedule)
<b>Aesthetic Pipe &amp; Drape</b> • Aesthetic drapes are those that are for beautification purposes only. We have 12 panels measuring 9' tall by 4' wide.	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)
<b>SOCAN (<a href="http://www.socan.ca">www.socan.ca</a>)</b> • Required on all events that play music. • Rates are set by SOCAN and are subject to change without notice.	With dancing: \$63.49 Without dancing: \$31.72	With dancing: \$63.49 Without dancing: \$31.72

**Clients must obtain insurance for all rentals.** An insurance certificate must be directly provided to Theatre Coordinator 30 days before an event. Refer to Page 3 of Inlet Theatre Rental Terms & Conditions for further information.

*Rates are plus applicable taxes*



# Port Moody Non-Profit Group Rates



**This rate is for:** • Groups that are a B.C. Registered Non Profit Society based in Port Moody.

	2019	2020
<b>Inlet Theatre &amp; Galleria Rental Rates</b> <ul style="list-style-type: none"> <li>Includes Galleria and one Technician.</li> <li>Final booking lengths determined by Inlet Theatre (<i>Min 5 hours</i>).</li> </ul>	\$99/hr	\$101/hr
<b>Rehearsal Rates</b> <ul style="list-style-type: none"> <li>Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time (<i>Min 4 hours</i>).</li> </ul>	\$77/hr	\$77/hr
<b>Additional Technician</b> <ul style="list-style-type: none"> <li>Required for all concerts and most other rentals; is determined by Inlet Theatre. Minimum 4 hour call for second Technician.</li> </ul>	\$42/hr, per Technician	\$42/hr, per Technician
<b>Front of House</b> <ul style="list-style-type: none"> <li>Required on all public events and private events when determined by Inlet Theatre (<i>Min 4 hours</i>).</li> </ul>	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre
<b>Staff Overtime</b> <ul style="list-style-type: none"> <li>Charged after 10 hours of work, in addition to hourly venue and staff rates, per staff member.</li> </ul>	\$42/hr per Technician, \$27/hr per Front of House staff member	\$42/hr per Technician, \$27/hr per Front of House staff member
<b>Missed Meal Surcharge</b> <ul style="list-style-type: none"> <li>Charged if a break is not provided after each 5 hours of work.</li> <li>Charged in addition to hourly venue and staff rates, per Technician, per missed break.</li> </ul>	\$84 for each missed break per staff member	\$84 for each missed break per staff member
<b>Dark Day</b> <ul style="list-style-type: none"> <li>Charged daily when the venue cannot be rented out due to a set or special arrangement on site.</li> <li>Not applicable on Fridays or Saturdays.</li> </ul>	\$110 per day	\$110 per day
<b>Projector &amp; Screen</b> <ul style="list-style-type: none"> <li>Per projector; we have two fixed in place and one portable.</li> </ul>	\$75 per day	\$75 per day
<b>Wireless Microphone</b> <ul style="list-style-type: none"> <li>We have 2 wireless microphones available (hand held and/or lapel)</li> </ul>	\$10 per microphone per day	\$10 per microphone per day
<b>Galleria Projector &amp; Screen Installation</b> <ul style="list-style-type: none"> <li>Suspended projector &amp; screen in the Galleria.</li> <li>Rate includes all set up and take down costs outside of the contracted rental time.</li> </ul>	\$300 per event	\$300 per event
<b>Galleria Sound System</b> <ul style="list-style-type: none"> <li>Ideal for background music &amp; speeches.</li> </ul>	Included	Included
<b>Inlet Theatre Box Office Administrative Fee</b>	\$30 per show	\$30 per show
<b>Consignment Tickets</b>	\$25 per show	\$25 per show
<b>Late Ticket Restocking</b>	\$25 per show	\$25 per show
<b>Custom Gobo</b> <ul style="list-style-type: none"> <li>Rates subject to change; client responsible for providing design 30 days before event.</li> </ul>	\$138.88 including tax	\$138.88 including tax
<b>Essential Pipe &amp; Drape</b> <ul style="list-style-type: none"> <li>Essential drapes are those needed to enclose the Galleria for an event to occur.</li> </ul>	No fee (set up and take down time factored into the rental schedule)	No fee (set up and take down time factored into the rental schedule)
<b>Aesthetic Pipe &amp; Drape</b> <ul style="list-style-type: none"> <li>Aesthetic drapes are those that are for beautification purposes only. We have 12 panels measuring 9' tall by 4' wide.</li> </ul>	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)
<b>SOCAN (<a href="http://www.socan.ca">www.socan.ca</a>)</b> <ul style="list-style-type: none"> <li>Required on all events that play music.</li> <li>Rates are set by SOCAN and are subject to change without notice.</li> </ul>	With dancing: \$63.49 Without dancing: \$31.72	With dancing: \$63.49 Without dancing: \$31.72

**Clients must obtain insurance for all rentals.** An insurance certificate must be directly provided to Theatre Coordinator 30 days before an event. Refer to Page 3 of Inlet Theatre Rental Terms & Conditions for further information.

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# Artistic Performance Rates



**This rate is for:** • Concerts/plays/performance where the target audience is Port Moody residents

**Note:** In order to target Port Moody residents, providing promotional material and selling tickets to residents of Port Moody is essential.

**Note:** this rate does not apply to fundraisers or commercial business promotion.

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<b>Rehearsal Rates</b> • Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time (Min 4 hours).	\$77/hr	\$77/hr
<b>Additional Technician</b> • Required for all concerts and most other rentals; is determined by Inlet Theatre. Minimum 4 hour call for second Technician.	\$42/hr, per Technician	\$42/hr, per Technician
<b>Front of House</b> • Required on all public events and private events when determined by Inlet Theatre (Min 4 hours).	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre	\$27/hr per Front of House staff member, on all events where the bistro and box office is not operated by Inlet Theatre
<b>Staff Overtime</b> • Charged after 10 hours of work, in addition to hourly venue and staff rates, per staff member.	\$42/hr per Technician, \$27/hr per Front of House staff member	\$42/hr per Technician, \$27/hr per Front of House staff member
<b>Missed Meal Surcharge</b> • Charged if a break is not provided after each 5 hours of work. • Charged in addition to hourly venue and staff rates, per Technician, per missed break.	\$84 for each missed break per staff member	\$84 for each missed break per staff member
<b>Dark Day</b> • Charged daily when the venue cannot be rented out due to a set or special arrangement on site. • Not applicable on Fridays or Saturdays.	\$110 per day	\$110 per day
<b>Projector &amp; Screen</b> • Per projector; we have two fixed in place and one portable.	\$75 per day	\$75 per day
<b>Wireless Microphone</b> • We have 2 wireless microphones available (hand held and/or lapel)	\$10 per microphone per day	\$10 per microphone per day
<b>Galleria Projector &amp; Screen Installation</b> • Suspended projector & screen in the Galleria. • Rate includes all set up and take down costs outside of the contracted rental time.	\$300 per event	\$300 per event
<b>Galleria Sound System</b> • Ideal for background music & speeches.	Included	Included
<b>Inlet Theatre Box Office Administrative Fee</b>	\$30 per show	\$30 per show
<b>Consignment Tickets</b>	\$25 per show	\$25 per show
<b>Late Ticket Restocking</b>	\$25 per show	\$25 per show
<b>Custom Gobo</b> • Rates subject to change; client responsible for providing design 30 days before event.	\$138.88 including tax	\$138.88 including tax
<b>Essential Pipe &amp; Drape</b> • Essential drapes are those needed to enclose the Galleria for an event to occur.	No fee (set up and take down time factored into the rental schedule)	No fee (set up and take down time factored into the rental schedule)
<b>Aesthetic Pipe &amp; Drape</b> • Aesthetic drapes are those that are for beautification purposes only. We have 12 panels measuring 9' tall by 4' wide.	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)	\$5 per panel or \$60 to cover the reception area (plus set up and take down time)
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Rates are plus applicable taxes