

# 2019-20 Inlet Theatre Rates

Commercial and Private Events

Artistic Performance

**Non-Profit Group** 

Non-Profit Group
(Port Moody based)

Inlet Theatre Coordinator 604.469.4722 • theatre@portmoody.ca



### **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
Inlet Theatre & Galleria Rental Rates Includes Galleria and one Technician.	Sun to Thur: \$184/hr \$151/hr for 10 hr length	Sun to Thur: \$188/hr \$155/hr for 10 hr length
• Final booking lengths determined by Inlet Theatre (Min 2 hours).	Fri to Sat: \$195/hr \$161/hr for 10 hr length	Fri to Sat: \$200/hr \$165/hr for 10 hr length
Rehearsal Rates	\$77/hr	\$77/hr
<ul> <li>Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time (Min 4 hours).</li> </ul>		
Additional Technician  • 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
Front of House  • 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
Staff Overtime	\$42/hr per Technician,	\$42/hr per Technician,
<ul> <li>Charged after 10 hours of work, in addition to hourly venue and staff rates, per staff member.</li> </ul>	\$27/hr per Front of House staff member	\$27/hr per Front of House staff member
<ul> <li>Missed Meal Surcharge</li> <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
<ul> <li>Dark Day</li> <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
<ul><li>Projector &amp; Screen</li><li>Per projector; we have two fixed in place and one portable.</li></ul>	Included	Included
Wireless Microphone • We have 2 wireless microphones available (hand held and/or lapel)	Included	Included
<ul> <li>Galleria Projector &amp; Screen Installation</li> <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
Galleria Sound System • Ideal for background music & speeches.	Included	Included
Inlet Theatre Box Office Administrative Fee	\$30 per show	\$30 per show
Consignment Tickets	\$25 per show	\$25 per show
Late Ticket Restocking	\$25 per show	\$25 per show
<ul> <li>Custom Gobo</li> <li>Rates subject to change; client responsible for providing design 30 days before event.</li> </ul>	\$138.88 including tax	\$138.88 including tax
<ul> <li>Essential Pipe &amp; Drape</li> <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)
Aesthetic Pipe & Drape  • 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)
<ul> <li>SOCAN (www.socan.ca)</li> <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.



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

**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.



## **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
Inlet Theatre & Galleria Rental Rates	\$99/hr	\$101/hr
• Includes Galleria and one Technician.		
• Final booking lengths determined by Inlet Theatre (Min 5 hours).	A 7 7 ()	A = 7 (1)
<ul> <li>Rehearsal Rates</li> <li>Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time (Min 4 hours).</li> </ul>	\$77/hr	\$77/hr
Additional Technician  • 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
Front of House  • 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
Staff Overtime	\$42/hr per Technician,	\$42/hr per Technician,
<ul> <li>Charged after 10 hours of work, in addition to hourly venue and staff rates, per staff member.</li> </ul>	\$27/hr per Front of House staff member	\$27/hr per Front of House staff member
<ul> <li>Missed Meal Surcharge</li> <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
<ul> <li>Dark Day</li> <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
Projector & Screen • Per projector; we have two fixed in place and one portable.	\$75 per day	\$75 per day
Wireless Microphone	\$10 per microphone per day	\$10 per microphone per day
• We have 2 wireless microphones available (hand held and/or lapel)		
<ul> <li>Galleria Projector &amp; Screen Installation</li> <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
Galleria Sound System • Ideal for background music & speeches.	Included	Included
Inlet Theatre Box Office Administrative Fee	\$30 per show	\$30 per show
Consignment Tickets	\$25 per show	\$25 per show
Late Ticket Restocking	\$25 per show	\$25 per show
Custom Gobo • Rates subject to change; client responsible for providing design 30 days before event.	\$138.88 including tax	\$138.88 including tax
Essential Pipe & Drape • 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)
Aesthetic Pipe & Drape  • 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)
<ul> <li>SOCAN (www.socan.ca)</li> <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
Cliente must obtain incurance for all rentals. An incurance		

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#### **Artistic Performance Rates**



**This rate is for:** • Concerts/plays/performances 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.

	2019	2020
<ul> <li>Inlet Theatre &amp; Galleria Rental Rates</li> <li>Includes Galleria and one Technician.</li> <li>Final booking lengths determined by Inlet Theatre (Min 5 hours).</li> </ul>	\$99/hr	\$101/hr
<ul> <li>Rehearsal Rates</li> <li>Applied by Inlet Theatre to applicable bookings of multiple day performances that require rehearsal time (Min 4 hours).</li> </ul>	\$77/hr	\$77/hr
Additional Technician  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
<ul> <li>Front of House</li> <li>Required on all public events and private events when determined by Inlet Theatre (Min 4 hours).</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
<ul> <li>Staff Overtime</li> <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
<ul> <li>Missed Meal Surcharge</li> <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
<ul> <li>Dark Day</li> <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
Projector & Screen • Per projector; we have two fixed in place and one portable.	\$75 per day	\$75 per day
Wireless Microphone • We have 2 wireless microphones available (hand held and/or lapel)	\$10 per microphone per day	\$10 per microphone per day
<ul> <li>Galleria Projector &amp; Screen Installation</li> <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
Galleria Sound System • Ideal for background music & speeches.	Included	Included
Inlet Theatre Box Office Administrative Fee	\$30 per show	\$30 per show
Consignment Tickets	\$25 per show	\$25 per show
Late Ticket Restocking	\$25 per show	\$25 per show
Custom Gobo Rates subject to change; client responsible for providing design 30 days before event.	\$138.88 including tax	\$138.88 including tax
Essential Pipe & Drape  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)
<ul> <li>Aesthetic Pipe &amp; Drape</li> <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)
<ul> <li>SOCAN (www.socan.ca)</li> <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.