



Greenfield Performing Arts Center Community Rental Group Fee Schedule

Rental Rates

Rehearsals, Setup, Teardown—No Public Access/Audience

Fees are invoiced at the time the building is contracted to be opened, and concludes when the last person has departed the building (by the quarter hour):

Monday through Thursday	\$50 per hour
Friday and Saturday	\$100 per hour
Rehearsal Hours after 10pm	\$200 per hour

The GPAC is not available for rent on Sundays and holidays, unless in conjunction with at least one Friday event and one Saturday event by the same rental group. When approved, Sundays are invoiced at \$250 per hour.

Performances—Full Theatre Access

Fees are invoiced one hour prior to the scheduled show time, and concludes when the last patron has departed the theatre seating or lobby area (by the quarter hour):

Monday through Thursday	\$100 per hour
Friday and Saturday	\$150 per hour
Sunday and Events after 10pm	\$250 per hour

The GPAC is not available for rent on Sundays and holidays, unless in conjunction with at least one Friday event and one Saturday event by the same rental group. When approved, Sundays are invoiced at \$250 per hour.

Complimentary Services and Equipment

Included with Rental at no charge, with listed stipulations:

Onsite House Manager or TD	Provides building management throughout your scheduled time frame
Ushers*	One usher for every 250 patrons
Ticket Takers	Scheduled, as required
Audio System and Inventory	Equipment is returned in the same condition it was received. Must be operated by a professional engineer, with COI
Lighting System and Inventory	House plot is restored, and equipment is returned in the same condition it was received. Must be operated by a professional board operator, with COI.
Green Room	Space must be restored before departure



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Music Chairs, Black (50)	Renter sets and restores to proper racks
Chairs, Folding Brown (40)	Renter sets and restores to proper racks
Music Stands, Black (50)	Renter sets and restores to proper racks
Banquet Tables, 6' (10)	Renter sets and restores to proper racks
Pit Conductor Stand	Renter must request 1 month prior to event
Orchestra Cloud	Renter must request two weeks prior to event
Choral Risers (5)	Renter must request two weeks prior to event

Additional Equipment and Fees

Lighting House Plot Restoration	At Cost
Audio House Plot Restoration	At Cost
Grand Piano, Tuned	\$180, first day (\$50 each consecutive additional day)
Additional Tuning	\$180 per tune. Scheduled in advance
Theatre Pit Cover	\$1200 (Install and Removal)
Table Linen Cleaning	At Cost, each (As needed)
Gaffer Tape	\$24, per roll
Spike Tape	\$8, per roll
Snow Removal (Holiday/Sunday)	At Cost each plow (Sundays and holidays)
Catering	At cost
Additional Rooms	Dependent on Room, At Cost
Excessive Garbage Removal	\$50/Per Room
Excessive Cleaning	\$50/Per Room

Other

Incidentals (damage, additional materials required, excessive cleaning, replacements, etc.) will be billed directly to the client at actual cost.



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Staff and Services

Audio, Lighting, and Stage Technicians

The GPAC has a preferred vendor list for equipment as well as professional designers, technicians and stagehands/crew that are knowledgeable with our building and offer an impressive resume of design and technical talent to achieve any design for any type of performance. Technicians that are working within our in-house audio and lighting inventory with basic design needs start at the following hourly rates:

Audio Technician	At Cost, per hour (3-hour minimum)
Lighting Technician	At Cost, per hour (3-hour minimum)
Stagehands / Crew	At Cost, per hour (3-hour minimum)
Projector Operator	At Cost, per hour (hourly)
Spot Operator	At Cost, per hour (2-hour minimum)
Rigging Technician	At Cost, per hour (4-hour minimum)

The GPAC Director will make the final determination on the number of technical staff members needed per event.

Box Office

Box Office Set-Up Fee	\$100, per show run
Box Office Staffing Fee	At Cost, per show
Ticketing fee	\$0.50 per ticket

Patron Services Staff

Concessions Attendant	At Cost, per hour
Merchandise Attendant	At Cost, per hour
Merchandise/Concession Fee	5% of sales, tabulated at end of each day. Final amount can be attached to invoice if desired.
Ushers / Ticket Takers	Complementary, with Performance Rental Rate—*if using House for rehearsal, Usher will be charged At Cost, per hour
Event Security	At actual cost