



# 2009-2010 Season ~ Rental Rate Sheet

**Seating Capacity = 1,180**

30 Second Street, Troy, NY 12180 ~ [www.troymusichall.org](http://www.troymusichall.org)  
OFFICE (518) 273-8945 ~ FAX (518) 273-1564

| <b>FACILITY RENTAL RATES:</b> |                       | <b>PERIOD</b> | <b>RATE</b> | <b>RESTRICTIONS</b>   |
|-------------------------------|-----------------------|---------------|-------------|---|
| <b>Performance Base Rent:</b> | <i>Commercial</i>     | Daily         | \$1,500     | 7am-11:59pm , ONE PERFORMANCE<br>(Add \$600 for second performance) |
|                               | <i>Not-for-Profit</i> | Daily         | \$1,250     |   |
| <b>Rehearsal Base Rent:</b>   | <i>Commercial</i>     | Daily         | \$800       | 7am-11:59pm, no audience  |
|                               | <i>Not-for-Profit</i> | Daily         | \$650       |   |
| <b>4-Wall Recording Rent</b>  |                       | Daily         | \$750       | 7am-11:59pm, no audience  |
| <b>Overtime Rental Fees:</b>  |                       | Hourly        | \$50        | Extra hours Midnight – 7 AM   |

## **EQUIPMENT & SECURITY FEES:**

- ◆ Piano Rental - \$200 for 1<sup>st</sup> day of Piano Rental - Includes tuning – 9’ Steinway concert grand piano  
\$100 for 2<sup>nd</sup> day of piano Rental - Excludes tuning – tuning \$100 extra
- ◆ Stage Extension - \$250 per installation (reduces hall capacity by 126 seats)
- ◆ Sound System - \$250 for House Sound System and available equipment (mics, mic stands, etc..)
- ◆ \$15/person per hour for Security in excess of standard 5-hour call (holidays& over-time rate: time and a half)

## **BOX OFFICE FEES:**

- ◆ \$150/ event Setup charge. (\$20 for additional changes)
- ◆ \$1.25 for each ticket printed/sold/consigned. \$35 for each returned checks
- ◆ 4.25% of all credit card sales for Credit Card Processing
- ◆ \$12 per person per hour for requested extra Box Office services outside regular hours
- ◆ \$125/event for one-time email blast to inhouse email subscriber list (approximately 9,000 addresses)

## **BASE RENTAL RATE INCLUDES**

- ◆ Use of the designated rental space(s), restrooms, dressing rooms, backstage, lobbies, coat check and backstage areas during the contracted rental period for approved activities.
- ◆ Available stage lighting, platforms, chairs, music stands, tables (excluding spot lights & stage extension)
- ◆ Available volunteer ushers, ticket takers, house manager, 2 security officers for 5 hours, general custodial

## **BASE RENT EXCLUDES**

- ◆ Stage Labor and spotlights – Contact Dick Regnier, IATSE Union, 518-377-9080
- ◆ Sound reinforcement system & labor– Contact Dalbec Audio, Rick Dalbec (518) 272-7098
- ◆ Storage of equipment outside the contracted rental period.
- ◆ Security changes in excess of standard 5-hour show call & nonstandard Box Office and Custodial services
- ◆ ASCAP/BMI licensing fees (proof of licensing required if fees are to be waived)

## **FINANCIAL AND INSURANCE REQUIREMENTS**

- ◆ Fully executed contract and payment of all deposits is required to hold dates
- ◆ Payment of all estimated expenses due two weeks prior to event
- ◆ \$2,000,000 General Liability Certificate of Insurance due 2 weeks prior to event
- ◆ Not-for-Profits provide proof of 501(c)3 tax exempt status
- ◆ Proof of ASCAP/BMI license required in order to waive fees

## **IMPORTANT INFORMATION**

- ◆ Renters contract independently with IATSE Stagehands. Only approved Sound Engineers can use sound system
- ◆ Rates and policies are subject to change at any time. Management determines the crew call & number required
- ◆ No smoking, sterno or open flames are permitted in the Music Hall.
- ◆ No use of tape or adhesives on the walls, seats, doors or fixtures of the Music Hall.
- ◆ The image of the Hall is copyrighted. All photography in the venue must receive prior approval.