



## THÉÂTRE CAPITOL THEATRE RENTAL/PERSONNEL/SERVICE RATES

<b>Main Stage</b>			
Commercial		\$1000.00/8 hrs or 10% (see note 1 and 5)	Overtime rate: \$150/hr
Local Commercial		\$800.00/8 hrs or 10% (see note 1, 2, 4, and 5)	Overtime rate: \$120/hr
Local Registered Charities and Not-for-Profit organizations (for fundraising events only)		\$500.00/8 hrs (certain restrictions apply, see note 3, 4 and 5)	Overtime rate: \$120/hr
<b>Empress Theatre</b> (see note 5)			
Basic Rental	Ticket or non-ticketed events	\$250	Overtime rate after 8 hrs: \$50/hr
In combination with the Main Stage (when available)		\$150 is added to Basic Rental Rate	
<b>Balcony Lounge</b> (see note 5)			
Basic Rental		\$150	Overtime rate after 8 hrs: \$60/hr
<b>Main Lobby</b> (see note 5)			
Basic Rental		\$150	Overtime rate after 8 hrs: \$60/hr
<b>NOTES</b>			
<p>1. Rental rate is the greater amount of the basic rate versus 10% of box office receipts.</p> <p>2. Rate applies to 'local' businesses from the Moncton, Dieppe and Riverview area.</p> <p>3. Rate applies to not-for-profit and charitable organizations within the Greater Moncton Area. A limited number of dates are available and are for fundraising events only.</p> <p>4. The Capitol Theatre retains the right to apply the greater of the basic rate of \$1,000 or 10% of box office receipts to dates that are considered prime rental dates (this generally applies to Fridays, Saturdays and Sundays). The prime dates will be determined by Capitol Theatre Management and could be held by the Capitol Theatre for up to one month prior to the date. Rental clients who require set up or rehearsal days prior to an event may not have access to prime dates. The Local Commercial rental fee for Sundays is \$800.00 per day, effective August 21, 2006.</p> <p>5. The Capitol Theatre reserves the right to refuse or cancel any activities taking place under this rental agreement that are deemed, in the sole discretion of the Capitol Theatre, to be objectionable. The Capitol Theatre further reserves the right to reclaim any dates that are held by the Organization / Artist but not yet confirmed with a deposit. In the event of a challenge to a hold by another rental client, the Organization / Artist with the first hold will be notified by the Capitol Theatre, and will have 72 hours in which to confirm the date with a deposit. All deposits are non-refundable.</p>			

### BOX OFFICE FEES

Box Office fee	6% of Gross Ticket Sales
Capitol Improvement Fund Or transaction fee (for outside sales)	<ul style="list-style-type: none"> <li>• CIF of \$ 3.50 is added to cost of each ticket sold.</li> <li>• \$1 is charged for each complimentary ticket issued.</li> <li>• A flat rate of \$250 - \$ 500 will apply for non-ticketed events.</li> <li>• A transaction fee of \$4.00 per ticket will be charged for events taking place outside of the Capitol.</li> </ul>

### PERSONNEL RATES

Capitol Theatre Security (mandatory)	\$15/hr (min. 4 hrs - Overtime rate after 8 hrs - \$22.50/hr)
Outside Security	Cost plus 15%
Front of House Manager (mandatory)	\$20/hr (min. 4 hrs - Overtime rate after 8 hrs - \$30.00/hr)
Light & Sound Technicians (mandatory)	\$20/hr (Overtime rate - \$30.00/hr)
Stage Hand/Loader Crew	\$15/hr (Overtime rate - \$22.50/hr)
Follow-spot Operator	\$18/hr (Overtime rate - \$27.00/hr)
Wardrobe Assistant	\$15/hr (Overtime rate - \$22.50/hr)
Head Technician	\$30/hr (min. 4 hrs - Overtime rate - \$45/hr)
Rigging Technician	\$30/hr (min. 4 hrs - Overtime rate - \$45/hr)
Ushers: Main Stage	\$1 per hour per usher (min. 4 hrs), minimum \$50. Number of ushers required will be determined by the Capitol Theatre.
Ushers: Empress	\$15 flat rate

#### NOTES

1. According to NB Labour regulations, an overtime rate of 1.5 X regular wages will apply to those employees working on the following statutory holidays: New Year's Day, Good Friday, Canada Day, Remembrance Day, civic holiday, Labour Day, Christmas, and Boxing Day.
2. Our theatre technicians can do lighting design for you. The cost will be reflective of the client's needs.

## FACILITY AND EQUIPMENT COSTS

Basic set-up (mandatory)	\$50 per show Additional charges will apply for other than basic set-up
Conference / Exhibit set-up	\$150 for small conference / exhibit \$250 for large conference / exhibit
Room cleaning	\$50 per room Additional charges will apply for other than basic clean-up
Painting of stage	\$250 to return it to black or cost to repair if damaged
Seat Removal	\$50 per seat
Rental - Grand piano	\$200 (\$100 plus \$100 tuning fee)
House Lighting equipment	Included in rental fee (as available at time of booking and confirmed in contract)
House Sound equipment	Included in rental fee (as available at time of booking and confirmed in contract)
Follow spot	\$50 per spot - per show plus cost for operator
CO2 Hazer	\$50 per show
Projector – Main Stage	\$200 per day (includes 12' X 16' screen)
Projector – conference (press and in Empress)	\$100 per day (includes 72" X 96" screen)
Screen (72" X 96")	\$50 per use
Da-Lite Screen 96"x 96".	\$50 per use
VCR/DVD/computer	Included in rental of projector
Media Box	\$25 per use
Black scrim screen	Included in rental fee plus cost of tech for installation
Flip Chart	\$20 per use per flip chart
Towels	Replacement cost of \$10 for large towel / \$5 for small towel
Fax	\$1 per page
Photocopies	25 cents per page
Color Media	Included in rental fee
Opera Taping	Included in rental fee
Dance Floor	Included in rental fee plus cost of tech for installation
Plasma Monitor and DVD (lobby)	Included in rental fee – cannot be removed
Makeup mirrors	Included in rental fee
Additional equipment	Cost plus 15% - deposit may be required
Internet Connection	Free wireless internet throughout the building; wepkey required

## MISCELLANEOUS

Poster distribution	Available on request; please request price list (per poster, placement in the Greater Moncton area)
Media advertising	Cost + 15% ( for out of area customers only)
Pixel Board	Included in Rental Fee (when available) (Special programming: \$25 for set-up, max. 10 pages plus \$10/day)
Marquee	Included in Rental Fee (when available)
Website	Included in Rental Fee - Additional page \$50 (when available)
Posters in Poster Boxes	Included in Rental Fee
Insert in Upcoming Events flyer	(September to May) Included in Rental Fee (when available)
Insert in Times & Transcript, L'Acadie Nouvelle and Le Front preview ads.	Included in Rental Fee (Saturdays during the Capitol Theatre Season - September to May - when available)
Electrical Hook-up	Cost plus 15% (tie in on stage)
Merchandise sales	10% when seller provides float and sales personnel; 15% when the Capitol Theatre provides float and/or personnel
SOCAN	As per SOCAN tariff (minimum \$35 + HST)
Catering	Cost + 15%
Soft Drinks, Water, Juices	\$1.50 per drink
Coffee, Tea, Hot Chocolate	\$1.50 per cup \$12 for small thermos \$25 for a large urn

## OTHER SERVICES AND COSTS

### BAR SERVICE

The Delta Beauséjour will provide a cash bar during the event at no extra charge to you.

### TAXES

The Harmonized Sales Tax of 13% will apply to all rental/personnel and service rates.

### TECHNICAL FEES ESTIMATE

You can contact our Technical Director Eric Haché for a quote for technical fees. He can be reached by e-mail at [eric@capitol.nb.ca](mailto:eric@capitol.nb.ca) or by phone at (506) 856-4360.

## **DEPOSIT**

We will require a deposit of \$500.00, a signed Rental Rates Agreement, a completed technical questionnaire, and a signed Merchandise Sales Agreement in order to confirm your date. If your event is ticketed, tickets will go on sale once all these materials are received.

In the case of Empress, we will require a deposit of \$250 plus the materials listed above. The required deposit for Balcony Lounge or Lobby rental is \$150.

All deposits are non-refundable.

## **RELEASE OF HOLDS**

The deposit and requested material must be received within six weeks of placing a date on HOLD. If these items have not been received within six weeks of the initial hold, the date will be released. We will make all reasonable attempts to contact you personally before doing so. See note 5 (above) for further details.

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*Revised: 1 June 2009 RAE.*

*Rates are effective as of July 01, 2004 and Board approved on October 7, 2004.*

*Taxes (HST 13%) will be charged on all services effective January 1, 2008.*