

AUDITORIUM

Monday – Thursday Rates	Half Day 8am-2pm	Half Day 4pm-10pm	Full Day (12 hours)
Commercial – Public Performance or Presentation	\$500	\$600	\$850
Commercial – Rehearsal, Film/Photo Shoot, or Business Conference	\$300	\$350	\$600
Not for Profit – Public Performance or Presentation	\$400	\$500	\$700
Not for Profit – Rehearsal, Film/Photo Shoot, or Business Conference	\$250	\$300	\$400

Friday - Saturday Rates (Includes Holidays*)	Half Day 8am-2pm	Half Day 4pm-10pm	Full Day (12 hours)
Commercial – Public Performance or Presentation	\$750	\$750	\$1,000
Commercial – Rehearsal, Film/Photo Shoot, or Business Conference	\$450	\$500	\$800
Not for Profit – Public Performance or Presentation	\$500	\$600	\$850
Not for Profit – Rehearsal, Film/Photo Shoot, or Business Conference	\$350	\$350	\$600

Sunday Rates	Half Day	Half Day 4pm-10pm	Full Day (12 hours)
Commercial – Public Performance or Presentation	N/A	\$750	N/A
Commercial – Rehearsal, Film/Photo Shoot, or Business Conference	N/A	\$450	N/A
Not for Profit – Public Performance or Presentation	N/A	\$600	N/A
Not for Profit – Rehearsal, Film/Photo Shoot, or Business Conference	N/A	\$350	N/A

Front of House Staffing:

Front of House Service Package - Required for all Bookings

Includes House Manager and Cleaning/Maintenance, up to 4 hours per performance/event.

Over Four Hours per performance \$75/hr

Non-Ticketed Events:

Up to 150 Attendees:

Included in Base Rental

Over 150 Attendees:

\$150 extra staffing package

Security

At Prevailing Rates

Management will determine if additional security is required, or Renter may request.

Technical Staff

At Prevailing Rates

A Technical Director must be present for all events in Auditorium. Use of House Audio or Lighting Systems will require additional technical staff. Please advance needs for staff estimates. *See Technical Staff Schedule page for examples of technical staffing packages.*

For more information or to request a rental application or site visit, please contact Associate Director Katherine Rubio – katheriner@seminoletheatre.org or 786-650-2071



Event Insurance:

Charged at market rate plus \$50 management fee. Renters with sufficient liability insurance may be exempt.

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Security Deposit:

A security deposit shall be due in addition to the Estimated Fees & Charges. The security deposit will be returned five (5) business days following the event, less any expenses related to damage to venue, equipment and property, and any additional labor hours required that were not billed.

Additional Terms:

- 7% Sales Tax applies to all rental rates, ticket sales, and other reimbursable charges (but not labor) unless Licensee has proof of State of Florida Tax Exempt Status.
- Auditorium Rate includes lobbies and dressing rooms, basic cleaning/maintenance and building coverage for load-in, set-up, rehearsals and one performance.
- Any hours over scheduled rates will be billed at one and a half of the pro-rated rate. For example, a “Commercial – Public Performance or Presentation” scheduled for a Thursday from 8:00am to 3:00pm will be assessed a rental rate of \$750. \$600 (standard rate for half day) plus \$150 (\$600/6 times 1.5).
- Rehearsal, Film/Photo Shoot, or Private Conference. Rate shall grant access to Auditorium and Dressing Rooms only, event will not be listed and building shall not be open to public or guests.
- Additional performances or presentations in one day will be subject to an additional 50% fee. For example, a Commercial – Public Performance Saturday with a 2:00pm and 8:00pm performance will be assessed a rental fee of \$1,875 (\$1,250 * 1.5).
- *HOLIDAY RATES: Rental rates shall equal a Friday or Saturday Rate, regardless of the day of the week. Staffing charges will be assessed at one and a half times (1.5x) the listed rates. Holidays: New Year’s Eve, New Years Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Eve, Christmas Day, Easter.

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STUDIOS A, B & TERRACE

Monday - Thursday	Half Day 8am-2pm	Half Day 4pm-10pm	Full Day 10am – 10pm
Commercial	\$140	\$165	\$300
Non-Profit	\$130	\$150	\$280

Friday – Sunday **Includes Holidays	Half Day 8am-2pm	Half Day 4pm-10pm	Full Day 10am – 10pm
Commercial	\$160	\$180	\$325
Non-Profit	\$140	\$165	\$300

- 7% Sales Tax applies to all rental rates, ticket sales, and other reimbursable charges unless Licensee has proof of State of Florida Tax Exempt Status.
- Rates include **one** House Manager to oversee event, plus room inventory of tables and chairs
- Rates **DO NOT** include required staffing charges such as Cleaning, Ushers, Security, Technical Staff, and Box Office Staff. **See schedule of staffing rates below.**
- **Security Deposit:** A security deposit shall be due in addition to the Estimated Fees & Charges. The security deposit will be returned five (5) business days following the event, less any expenses related to damage to venue, equipment and property, and any additional labor hours required that were not billed.
- Any hours over scheduled rates will be billed at one and a half of the pro-rated rate. For example, a Commercial Rental scheduled for a Saturday from 4:00pm – 12:00pm will be assessed a rental rate of \$135 - \$90 (standard rate) plus \$45 (2 hours at \$22.50/hr).
- ***HOLIDAY RATES:** Rental rates shall equal a Friday or Saturday Rate, regardless of the day of the week. Staffing charges will be assessed at one and a half times (1.5x) the listed rates. Holidays: New Year’s Eve, New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, Easter.

Staffing Add-ons:

Cleaning Fee	\$60 – Required for any events serving food or beverage
Room Set-up	\$40
Ticket Seller	\$75 (minimum 4 hour)
Ticket Taker / Usher	\$60 (minimum 4 hour)
Security	Market Rate, to be determined with management
Technical Staff	Market Rate, to be determined with management

Equipment Add-ons:

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SEMINOLE THEATRE
Rental Rates and Policies

Pinnacle Venue Services
as of October 1, 2017

Projector & Screen	\$25
Speaker / PA System	\$25

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TECHNICAL STAFF SCHEDULE - AUDITORIUM

The following technical staff packages are for example purposes only. Every performance may have unique technical needs, but these tech packages will give a good pricing baseline:

Meeting / Lecture Package - \$150.00

Basic stage production with only wireless microphones and a basic lighting wash on stage. NO LIGHTING OPERATOR, LIGHTING WILL REMAIN ON. Crew consists of a Technical Director and Audio Board operator for a minimum of 4 hours.

Graduation / Award Show/ Comedy Show Package - \$450.00

Basic stage production with only wireless microphones and some basic light cues. Crew consists of a Technical Director, Audio Board Operator, Light Board Operator for a minimum of 6 hours.

Basic Band Concert / Basic Theatrical Play - \$600.00

Small sized productions, small band, small (non-musical) theatrical play. Basic monitor mix, basic lighting show. Crew consists of a Technical Director, A1 Audio Engineer, Light Board Operator for a minimum of 8 hours.

Mid-Range Concert / Mid-Range Theatrical Play - \$1,000.00

Medium sized productions, medium band, medium theatrical play. Basic monitor mix, basic lighting show. Crew consists of a Technical Director, A1 Audio Engineer, A2 Audio Engineer, Lighting Designer for a minimum of 10 hours.

Large Concert / Large Theatrical Play - \$1,600.00 (Includes rehearsal day)

Large sized productions, Large band, large theatrical play. Full stage monitor mix, full lighting design, focus, show. Includes tech hours for rehearsal day prior to performance day. Includes precision light focus, programming and restore, tech and full dress rehearsal.

Crew consists of a Technical Director, A1 Audio Engineer, A2 Audio Engineer, Lighting Designer, Stage hand, for a minimum of 14 hours.

ADD-ONS

Additional tech staff available, minimum 4 Hour call.

Rigger	\$100.00 (Required for any elements that must be hung or fly)
Projectionist	\$75.00
Follow Spot Operator	\$55.00
Stage hands	\$55.00

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EQUIPMENT RATE SCHEDULE:

House Audio / Lighting System / Projection System	Included in Rental
Lavalier Microphones	\$20/microphone per day Up to 8 available. Does not include Operator
Wooden Risers	\$50/day Three 8' x 8' x 1' risers available
Dance Floor (marley – grey)	\$100/day
Haze Machines	\$75/day
Follow Spot	\$25/spot per day 2 Available. Does not include operators
Baby Grand Piano Steinway Series M	\$100/day Tuning: \$150
Podium	\$25/day
Chair Set-up - Required for more than 10 chairs	\$50
Classroom Projector / Screen	\$25

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BOX OFFICE SCHEDULE

Ticket Fees & Deductions

Facility Fee: The Seminole Theatre charges a per ticket fee on all tickets to help maintain the theatre, venue patron insurance and cover the costs of the box office and ticket printing.

<u>Event Type</u>	<u>Tickets</u>	<u>\$0-\$10</u>	<u>\$10 and up</u>
Commercial		\$1.00	\$2.00
Non-Profit		\$1.00	\$1.50

Tickets sold separately by renter shall still be subject to facility fee.

Eventbrite Fees and Processing

The Seminole Theatre exclusively uses Eventbrite for all ticketed events. Eventbrite charges per ticket fees in addition to the theater's facility fee.

Processing Fees: Credit Card processing is 3%. PHONE & ONLINE sales it can be put on top or deducted from the price of the ticket. Box Office it can only be deducted from ticket price.

Ticket Service Fees: Are \$0.99 + 2% per ticket. These can be put on top or deducted from the price of the tickets. They are for online/phone orders only.

Box Office Staffing:

Box office ticket takers and sellers are included for all performances and events that are ticketed through Eventbrite with the theater. We use our Facility Fee to pay staff as an incentive to help your event!

If your event is not ticketed through Eventbrite, you may book box office and house staff separately (4 hour minimum)

Ticket Seller	\$75.00
Ticket Takers/Ushers	\$60.00

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APPROVED CATERERS & VENDORS

No catered food or beverages may be brought into or served in the Seminole Theatre unless through an approved caterer. We have vetted our approved caterers for quality and trustworthiness, and are proud to present a variety of options of food and prices.

Chefs on the Run

Food: Puerto Rican / Latin American fusion with Italian, Asian, & Mediterranean.

Alcohol: Beer & Wine only

Specialize in: Event Catering / Hors d'oeuvres / Cocktail Hours

Smoke & Spice

Food: Barbeque, Traditional America

Alcohol: Beer, Wine & Liquor

Specialize in: Corporate Catering / Casual Catering / Event Catering

Miami Events Group

Food: Small bites

Alcohol: Beer, Wine, Bottle Service, High End

Specialize In: Bar / Concessions / Cocktail Hour / Promotional Events

A Little Taste of the Keys

Food: Gourmet, Organic, Local

Alcohol: None

Specialize In: Formal events / Event planning

Equipment Rentals

The Seminole Theatre has negotiated contracts for rentals of technical equipment, chairs, tables, linens and more. No rental companies may operate within the Seminole Theatre without prior approval. Tell us your rental needs and let us coordinate for a stress-free experience.

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