

Miller Center for the Arts
Reading Area Community College

FACILITY RENTAL RATES

Area	Capacity	<u>Business/</u> <u>Corporate</u> Full Day Rate	<u>Community/Education</u> <u>Organization</u> Full Day Rate
Miller Center	500	\$1500	\$1000

Rentals Include:

- Access 7:00a.m. – 11:00p.m. or as designated by agreement
- Access to corridors, dressing rooms, lobby, stage, audience area or as designated by agreement
- House audio system with basic announce and playback (*1 microphone w/lectern and CD or Blue Tooth playback*)
- General stage lighting
- Coat Room
- Consultation with Miller Center production staff

Rental Does Not Include:

- Housekeeping to be determined by Miller Center staff
- Security to be determined by Miller Center staff
- Expendable fee of \$75 for the day

Multiple Day Rentals

A musical, drama, dance recital or concert, may require a multiple day rental: Full days will be charged for any day of performance, A half day rental will be charged for load-in or rehearsal day unless that day is a weekend day.

ADDITIONAL EVENT RENTAL ITEMS:

Below is a list of additional items that can be rented from the Miller Center. Need for these items will be determined by Miller Center staff. Fee will be included with the contract estimate.

- Help with Lighting, Set and Sound Design
- Computer with QLab, ProPresenter or other applicable software
- Projector
- Projector w/screen
- Additional Audio needs: monitors, wireless mics, 2 or more mics etc...
- Special lighting
- Dance Floor
- Additional staging needs: platforms, chairs, music stands etc...
- Lobby tables
- Pre/post event reception option
- Steinway Piano (See Note Below)

Piano Rental

Steinway Concert Grand, Model D, 9’. Daily rental is \$400 which includes 1 tuning coordinated by Miller Center staff. Tuning must be done by an approved tuner contracted Miller Center.

EVENT REQUIREMENTS

Staff:

Each event must engage at a minimum (names and contact information must be provided 1 day before arrival):

- Technical Coordinator (entire duration of rental).
- House Manager
- If Miller Center equipment is used (outside of general lighting and audio), Miller Center technical personnel must be engaged to run or if agreed, will shadow renter's technical personnel.
- Additional labor and equipment requirements will be determined by the Miller Center Technical Coordinator based on the needs and nature of the event.

Rental Package does NOT Include:

Miller Center staff can arrange these services for an additional fee

- Stage labor
- House staff (including ushers, ticket takers, etc.)
- Technical staff

Security / Housekeeping

The need for additional security or housekeeping for events is determined on an individual basis by the Miller Center staff. Applicable fees will be applied to the rental.

Ticketing

All ticketing for contracted event will be done through the Miller Center Box Office unless otherwise indicated in rental agreement. The Miller Center is available to provide box offices services to entities renting its facilities. Tickets are made available for sale on-line and for walk-up as well as show days. The following fees apply:

- ALL SALES
 - Renter will be charged 10% charge on the gross ticket sales for providing box office service.
- Reading Area Community College will provide Renter with a box office report within seven (7) business days of the event and issue a check for the net proceeds per Renter's approval of report.
- No tickets will be issued, nor may an event be advertised until a contract is completed and deposit has been submitted.

Signature of Renter

Date

Print Name