

The PumpHouse Rate Card 2018/2019

(all prices are exclusive of GST)

Community Rates are offered to registered charities, community groups or those who meet PumpHouse Theatre Arts Priority Outcomes. Please contact us if you think you may not qualify for community rates.

Venue Hire (shared use)	Community Rate
Multi Day Hire	
Genevieve Becroft Auditorium <i>(Includes performance, dark days, pack in and rehearsal days)</i>	\$325.00 per day plus ticketing
PumpHouse Amphitheatre <i>(Includes performance, dark days, pack in and rehearsal days)</i>	\$110 per day plus ticketing
Coal Bunker Studio (Performance) <i>(Includes performance, dark days, pack in and rehearsal days)</i>	\$55.00 per day plus ticketing
Coal Bunker Studio – Inclusion with theatre hire <i>(Includes performance, dark days, pack in and rehearsal days)</i>	\$25.00 per day
Foyer (for events)	\$50.00 per hour
Part-day pack out charge (venue clear by 12:00 pm)	\$75.00
Single Day Hire	
Genevieve Becroft Auditorium Single Day Hire (4 hours) <i>(Includes all venue spaces, standard lighting and sound setup, Duty Manager, Box Office, Usher and Venue Technician)</i>	\$725.00 plus ticketing
Additional hours (charged in 15 min blocks)	\$80.00 per hour
Amphitheatre Single Day Hire (4 hours) <i>(Includes the Outdoor Amphitheatre, Duty Manager, Box Office, Usher and Venue Technician. Lighting and Sound equipment and indoor spaces available by negotiation. Extra charges may apply)</i>	\$500.00 plus ticketing
Additional hours (charged in 15 min blocks)	\$80.00 per hour
Venue Hire (exclusive use)	
Full venue buy-out	\$1500.00 per day
Staff	
Duty Manager / Venue Technician	\$40.00 per hour (min 1 hour)
Ushers/Front of House	\$27.50 per hour
Cyclorama and/or curtains removed or moved <i>(Based on time required, including reinstatement)</i>	Ask us for a quote
Sound Equipment	
Sennheiser Handheld or Lapel Microphone Includes one set of batteries)	\$15.00 + \$5.00 per day
- Headset adaptor	\$5.00 per headset per day

Ticketing

There are no additional venue hire charges for performance days, however we do charge for ticketing. A charge applies for each seat used during a performance.

Ticketing charges cover the cost of providing a box office service (including cash and EFTPOS use), an event promotion contribution and costs associated with hosting an audience.

Option One	
Fees charged to producers:	
<u>Ticket Price</u>	<u>Inside Charge</u>
Comp Tickets	\$2.00 per ticket
Up to \$10.00	\$2.00 per ticket
\$10.00 to \$49.99	\$2.25 per ticket
\$50.00 or more	\$2.50 per ticket
School Groups	\$1.00 per ticket
Patrons are charged a \$5.00 per booking and a 2.5 per cent card processing.	

Option Two	
Fees charges to producers:	
<u>Ticket Price</u>	<u>Inside Charge</u>
Comp Tickets	\$2.00 per ticket
Up to \$6.00	\$3.00 per ticket
\$7.00-\$9.00	\$3.25 per ticket
\$10.00-16.00	\$3.50 per ticket
\$17.00-\$26.00	\$3.75 per ticket
\$27.00-\$36.00	\$4.00 per ticket
\$37.00-\$45.00	\$4.25 per ticket
Patrons are charged no booking or processing fees	

Option Three (For free events, entry by donation or alternative ticketing)	
Fees charges to producers:	
Becroft Auditorium / Amphitheatre	\$250.00 per performance
Coal Bunker Studio	\$50.00 per performance

Photocopying Rate Card 2018 (all prices are exclusive of GST)

Black and White		Colour	
A4	4 cents/page	A4	20 cents/page
A4 Double Sided	6 cents/page	A4 Double Sided	40 cents/page
A3	25 cents/page	A3	\$1.00/page
A3 Double Sided	30 cents/page	A3 Double Sided	\$1.50/page

Add 2 cents/page for staple/folding. Unfortunately, we cannot offer volume discounts. Digital Print may be more cost effective for high volume.

Rate Card Notes

Genevieve Becroft Auditorium

Genevieve Becroft Auditorium hire includes use of the specified space subject to the standard PumpHouse terms and conditions of hire. Hire includes use of the dressing room and shared use of the backstage toilets, upstairs kitchen and mezzanine lounge.

The Foyer is available one hour before a performance starts and up to 30 minutes after the performance is completed.

Use of the Coal Bunker is subject to availability and at the discretion of The PumpHouse management. Additional charges apply

The PumpHouse reserves the right to make the Auditorium, Foyer, Coal Bunker Studio or Amphitheatre spaces available to other hirers at other times during the hire day when they are not otherwise in use

A part-day pack out fee applies where a hirer wishes to extend their hire until 12:00pm the following day to complete pack out.

Amphitheatre

The Amphitheatre hire includes use of the Amphitheatre space subject to the standard PumpHouse terms and conditions of hire. Use of any indoor spaces including the dressing room and shared use of the backstage toilets, upstairs kitchen and mezzanine lounge is by negotiation

Use of the Coal Bunker Studio is subject to availability and at the discretion of The PumpHouse management. Additional charges apply

The PumpHouse reserves the right to make the Auditorium, Foyer, Coal Bunker Studio, or Amphitheatre spaces available to other hirers at other times during the hire day when they are not otherwise in use.

Foyer

The Foyer may be hired for events and includes use of the Foyer area only using the large barn doors as the main entrance. Access to the patron toilets is also included

The foyer area has a maximum capacity of 50 people in theatre style seating

Coal Bunker Studio

Coal Bunker Studio hire includes use of the Coal Bunker space subject to the standard PumpHouse terms and conditions of hire

Shared use of the backstage toilets, upstairs kitchen and mezzanine lounge are included. Space is available in the mezzanine lounge for costume changes, however do note that this is a shared space.

The Coal Bunker Studio area has a maximum capacity of 50 people

Full venue buy-out

The full venue buy-out rate guarantees exclusive use of all spaces at The PumpHouse Theatre complex (excluding the café)

Typically, this rate applies to film and TV production, or where a hirer wishes to restrict access to any other user during the period of hire.

Technical equipment

Genevieve Becroft Auditorium hire **includes** access to standard lighting and sound equipment as specified in the PumpHouse Technical Information document

Technical advice is available from PumpHouse staff, but we generally cannot help with design, rigging or operation of technical equipment unless otherwise agreed.

Lamps will be replaced free of charge for lights owned by The PumpHouse Theatre.

Stage painting

The stage must be returned to black at the end of the hire period with all tape and tape residue removed. The correct paint to use is Black Resene Lumbersider. It is available from Resene or Mitre 10.

Pianos

The PumpHouse has a Blüthner Grand Piano available for use at no charge.

Tuning, if required, is undertaken by a PumpHouse approved piano tuner, and the cost passed on to the hirer. The cost is typically \$150.00 + GST

Cleaning

Patron toilets are cleaned daily.

Backstage areas are cleaned throughout the week and hirers are asked to keep all hired areas clean and tidy for the duration of their hire. Rubbish bins are provided and emptied on a regular basis.

The PumpHouse may charge a fee for cleaning and rubbish removal, or for storage of equipment left at the end of a hire period. Temporary storage of equipment for collection can be arranged at the discretion of The PumpHouse management.

Duty Manager

A PumpHouse Duty Manager is required on site for all hire periods less than one day, or where a hirer does not have an organisational Health and Safety plan.

For hire periods greater than one day the hirer may appoint a duty manager who is responsible for ensuring the safety and security of the venue, performers and patrons.

Merchandise Sales

The PumpHouse Box office can sell merchandise on behalf of a hirer both online and at the Box Office prior to each performance. The relevant per-ticket charge will apply to each item sold, and card processing fees will be charged to the hirer.