

BISHOP RYAN THEATRE & PERFORMING ARTS CENTRE RENTAL FORM

Tech. 1) _____ Tech. 2) _____

Group Name: _____ Date Required: _____

Contact Person: _____ Phone: _____

Start Time: _____ Finish Time: _____

AUDITORIUM RENTAL COST	# REQUIRED	RENTAL PER UNIT	TOTAL COST
<p><u>All Rentals Require Base Rate Expense!</u></p> <p>Base Rate: Includes the use of the Mixer and PA System with up to a maximum of 1 wireless microphone (includes connection to CD/IPOD) plus sidefill monitors</p>			\$350.00
LCD Projector plus use of three H.D. Video Screens and Lap Top Computer/DVD		\$150.00	
<p>Stage Technician (s) -includes control of general LED stage lighting and house P.A. (at least two stage technicians must be hired when booking the auditorium: one to control audio and video and one to control stage lighting)</p> <p>Note: 4 hour minimum per call</p>		\$ 14.00/hr per tech.	
<p>TOTAL Payable to: "Bishop Ryan Catholic Secondary School"</p>			

PLEASE NOTE:

- 1) No nailing props into stage
- 2) No masking or duct tape may be used on stage (only painters tape)
- 3) No food or drink permitted in the auditorium (including water bottles)
- 4) No outside people permitted on **CATWALK**
- 5) Any physical damage to stage, carpet or seating will be charged to permit holder. **A deposit in the amount of \$200** is required for the following reason; any cost incurred for clean-up/vandalism/loss to bring the school to the cleanliness level acceptable to the principal [Education Act, S.265(j)] **shall be charged to the permit holder.** The deposit will be available in the main office one week after the event has taken place.

FULL PAYMENT MUST BE SUBMITTED AT LEAST TWO WEEKS PRIOR TO THE EVENT