

**MARGATE CITY SCHOOL DISTRICT
DR. DOMINICK A. POTENA PERFORMING ARTS CENTER**

Printed Name: _____

**EXHIBIT A
SCHEDULE OF PERFORMANCES AND REHEARSALS**
To be completed and submitted with contract request

PERFORMANCE DATES:

1. _____
2. _____
3. _____
4. _____
5. _____

PERFORMANCE TIMES:

- _____
- _____
- _____
- _____
- _____

REHEARSAL DATES:

1. _____
2. _____
3. _____
4. _____
5. _____

REHEARSAL TIMES:

- _____
- _____
- _____
- _____
- _____

The above schedule is agreed to by the respective parties:

Licensors' Authorized Representative's Initials: _____ **Date:** _____

Licensee's Authorized Representative's Initials: _____ **Date:** _____

Please note: Any changes to the dates or times must be communicated to the DAPPAC Facilitator at least 10 calendar days prior to the first performance.

Date provided to DAPPAC Facilitator: _____

**MARGATE CITY SCHOOL DISTRICT
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Date provided to Director of Facilities: _____

EXHIBIT B

PREMISES, ADDITIONAL FACILITIES, AND ASSOCIATED LICENSE FEES

RENTAL RATES

PAC daily rate (up to 8 hrs/day):	\$1200.00
PAC daily rate (8+ hrs to 12 hrs/day):	\$1600.00
PAC daily rate (12+ hrs to 16 hrs/day):	\$2000.00
Large gym at Tighe:	\$500/performance
Small gym at Tighe:	\$500/performance

Security Deposit: \$500.00 (set fee required)

Black Seal Custodian: \$50.00 per hour (or prevailing wage, if greater) with a minimum charge of four (4) hours each time used (*charges applicable to all rehearsal times and performance times*) Plus up to eight (8) additional hours for clean up after the event

On-site Supervisor: \$50.00 per hour with a minimum charge of four (4) hours each time used (*charges applicable to rehearsal time and performance time*)

Sound Engineer: \$50.00 per hour, paid directly to the engineer by the Licensee (*different rates may be negotiated directly with engineer*)

Lighting Engineer: \$50.00 per hour, paid directly to the engineer by the Licensee (*different rates may be negotiated directly with engineer*)

Consumables per event: \$100.00 (set fee required)
Included in each event rental:

- Use of one (1) handheld wireless microphone
- Access to backstage dressing rooms
- Six (6) tables (6 ft or 8 ft) and 12 folding chairs

Additional Mic requests: \$25.00 Handheld Wireless mic p/day p/mic
\$35.00 Wireless Head worn mic p/day p/mic

Additional Tables (8 ft or 6 ft): \$9.00 p/table p/day

Additional Folding Chairs: \$1.50 p/day p/chair

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EXHIBIT C

LICENSOR DESIGNATED PERSONNEL

Margate Board of Education Approved Sound and Lighting Technicians

- | | |
|--------------------|----------|
| 1. Chelsi Crompton | Sound |
| 2. Doug Pendleton | Sound |
| 3. BethAnn Hall | Lighting |

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EXHIBIT D

Summary of Estimated Costs for Proposed Contract

To be completed by PAC Facilitator and shared with Licensee before contract approval

Contract Licensee: _____

Purpose: _____

<u>PAC RENTAL:</u>	<u>COST</u>
Number of days (up to 8 hrs/day): _____	@ \$1200 \$ _____
Number of days (8+ to 12 hrs/day): _____	@ \$1600 \$ _____
Number of days (12+ to 16 hrs/day): _____	@ \$2000 \$ _____
Total for PAC (Estimated)	\$ _____

ADDITIONAL AREA RENTALS:

<u>RATES</u>	
Large gym: \$500/day	Number of days: _____ @ \$____/day \$ _____
Small gym: \$500/day	Number of days: _____ @ \$____/day \$ _____

CONSUMABLES (SET RATE PER EVENT): \$ 100.00

ADDITIONAL AUDIO AND ITEM REQUESTS:

Wireless Handheld mic: Amount: _____	@ \$25/mic for Number of days: _____	\$ _____
Wireless Headworn mic: Amount: _____	@ \$35/mic for Number of days: _____	\$ _____
Tables (6 ft or 8 ft): Amount: _____	@ \$9/day for Number of days: _____	\$ _____
Folding chairs: Amount: _____	@ \$1.25/day for Number of days: _____	\$ _____
Total for Additional Areas/Items (Estimated)		\$ _____

STAFF FEES: _____

Black Seal Custodian (including rehearsal times):

Estimated Total Hours _____ @ \$50.00/hr \$ _____

Number of Custodians Needed _____ x hours x \$50.00 \$ _____

On-site Supervisor (including rehearsal times):

Estimated Total Hours _____ @ \$50.00/hr \$ _____

Total for Staff Fees (Estimated) \$ _____

Sound Engineer:

Estimated Hours _____ @ \$50.00/hr \$ _____

Lighting Engineer:

Estimated Hours _____ @ \$50.00/hr \$ _____

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Total Fees for Sound and Lighting (Estimated) \$ _____

Total Fees for Contract (Estimated) \$ _____

Deposit Received (50% of Fees) **Date:** _____ \$ _____

Security Deposit Received **Date:** _____ \$ 500.00

Balance of Contract Due **Date:** _____ \$ _____

Signatures:

Licensors

Licensee

By: _____ **Date:** _____
Director of DAPPAC Date

By: _____ **Date:** _____
Authorized Representative Date

Prepared By: _____ **Date:** _____
DAPPAC Facilitator

DAP PAC Contract Internal Routing Documentation

Contract witnessed by DAPPAC Facilitator and Initial Invoice Submitted

By: _____ Date: _____

Contract reviewed by Director of Facilities for date conflict and staffing needs

By: _____ Date: _____

Contract reviewed by Business Administrator and deposit received

By: _____ Date: _____

Contract reviewed by Superintendent and submitted for Board of Education approval

By: _____ Date: _____

Approved by Board of Education

Date of Approval ____/____/____

Event report completed and Final Invoice Submitted by DAPPAC Facilitator

By: _____ Date: _____