

Schedule of Fees

All organizations requesting non-profit rates must submit either a copy of their 501(c)(3) determination letter from the IRS or their state-approved Articles of Incorporation, along with their request.

Community Use Fees:

This includes use of one podium, microphones and stands, one follow spot (operator to be provided by the renter), general light plot, main drape (operator to be provided by the renter), standard soft good set up, sound system, and the two small dressing rooms directly off the stage.

	For Profit:	Not for Profit:	NHCS Student Serving Nonprofit:
Venue Non-Performance Days (8 hrs)	\$550/day	\$330/day	\$247.50/day
(Additional hours are billed @ Performance Day Rates)			
Venue Performance Days	\$137.50/hour	\$82.50/hour	\$62/hour

Dressing rooms or Cafeteria:

Per Room Rate:	\$22/hour	\$17.50/hour	\$13.25/hour
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Personnel Fees:

Custodian or Technician	\$38.50/hour	\$38.50/hour	\$38.50/hour
Performance Day Additional cleaning charge	\$154/flat	\$154/flat	\$154/flat

Extra Equipment and services:

Baby Grand Piano Usage:	\$110/day	\$110/day	\$110/day
Piano tuning:	\$99/flat	\$99/flat	\$99/flat

The following items must be added in the contract for client to request:

Lighting Fixture Additions or position changes:	\$11/fixture	\$11/fixture	\$11/fixture
Sidelight (3 fixture booms, 4 boom limit):	\$55/boom	\$55/boom	\$55/boom
Extra Follow Spot: requires training	\$27.50/day	\$27.50/day	\$27.50day
Fly System Use: requires training	\$22/line	\$22/line	\$22/line
Acoustical Shell Removal/Install:	\$308/move	\$308/move	\$308/move
Pit Cover Removal/Install:	\$275/move	\$275/move	\$275/move
Choral Risers: Assembled/disassembled by Lessee	\$75/event	\$75/event	\$75/event
Dance Floor:- Mandatory for ALL dance groups	\$220/event	\$220/event	\$220/event

THE MINNIE EVANS ARTS CENTER DOES NOT PROVIDE ANY OF THE FOLLOWING TO LESSEES:

Music stands

Stage Platforms

Designers

Stage Flats

Props/Costumes

Recording Services

Gobo patterns

Specialty colors/gel

House Technicians

You may hire outside designers, technicians, and board operators for your event, or use volunteers. The Technical Manager is not available for hire in these capacities for any event done in the Minnie Evans Arts Center.

The Technical Manager will provide training and assistance to your volunteers and paid contractors where necessary and requested. During the performances they will function as your House Manager so they will be available to address any emergencies, should they arise, without undo impact to your event.