



CONCERT HALL RATES SUMMARY

George Mason University Center for the Arts
 For additional Venue information please visit our website at cfa.gmu.edu

LEASE RATES:		2016-2017
ENTIRE VENUE		
	Base Rental Rate (10 hour rental period)	
Monday – Thursday:	Per Technical/Rehearsal/Recording Day	\$1,250
	Per Performance Day	\$3,500
	Recording Date	\$1,250
Friday – Sunday:	Per Technical/Rehearsal/Recording Day	\$1,500
	Per Performance Day	\$4,500
	Recording Date	\$1,500
Early/Late Access Fee:	Per half hour: before 7 am, after 12 am	\$100 per half hour
LOBBY (Inclusive, Main Lobby, or Grand Tier III)		
	Base Rental Rate (5 hours. Does not include an event manager for day of event)	
Lobby, Inclusive		\$1,500
Main Lobby		\$1,000
Grand Tier III		\$500
PERSONNEL		
Front of House:	House Manager	\$19 per hr
	Usher Supervisor	\$17 per hr
	Ushers (<i>per Usher, per hour</i>)	\$13 per hr
Box Office:	Ticket Office Manager	\$19 per hr
	Ticket Office Supervisor	\$17 per hr
	Ticket Sellers (<i>per seller, per hour</i>)	\$13 per hr
Production:	Stage Preparations/Day of performance	\$27 per hr
	Day of	\$27 per hr
	Overtime Fee PER Crew Member* (<i>see box at right</i>)	\$40 per hr*
Operations:	GMU Police	\$50 per hr
	HVAC Engineer	\$60 per hr
SERVICES		
Operations:	Event Porters	\$25 per hr
	Full House Cleaning	\$500 per performance
	Main Floor Only Cleaning	\$400 per performance
	Reception Cleaning	\$300 per event
	Parking Marshalls (<i>4 hours, two show dates = \$300</i>)	\$225 per event
	Colonial Parking	\$250 - \$400 per event
Box Office:	Event Set Up - First Show	\$300 per performance
	Event Set Up - Each Subsequent Show	\$250 per performance
	Event Set Up - CUSTOM	\$500 per performance
	Additional Event Set Up - CUSTOM	\$100-\$300 per performance
	Rush Set Up Fee (<i>less than 10 days from onsale date</i>)	\$150 per performance
	Credit Card Commission (<i>% of credit card ticket sales</i>)	3.5% of credit card sales
	Ticket Printing Fee *	\$.50-\$3.00 per ticket
	Additional Coupon Codes: 3 = \$25, 4-10 = \$50, 11-15 = \$75	\$25 - \$75
	Access to Reporting Portal	\$50
	Event Calendar & Internet Listing	\$200 per listing
	Email Blast for Tickets.com (<i>1000 names</i>)	\$125
	Last minute show cancelation (<i>48 hours</i>)	\$500
	Merchandise Fees:	CFA provides seller: 20% Client's seller: 15%
RESOURCES		
Grand Piano:	#1	\$230 per tuning
	#2	\$230 per tuning
Lighting:	Followspots	\$75 per followspot per day
	Martin Moving Lights	\$150 per day
Audio:	Lecture Format	\$100 per day
	Opera Format	\$150 per day
	Dance Format	\$300 per day
	Full Format	\$750 per day
Staging:	Dance Floor, Marley	\$500 per day
	Risers, 5 per unit/day	\$5
Miscellaneous:	Fog Machine	\$25 per day
	Projector and Screen	\$300 per day
Front of House:	Tables (Six foot/Serpentines/Cabaret)	\$5
	Chairs (Folding Plastic)	\$2
	Orchestra Chairs	\$4
	Bars/Specialty Equipment	\$10
DIRECT RENTAL EXPENSES		
	Equipment Rental Procurement Fee	25% of Rental Fee

*OT: Required after 10 hours per day and after 40 hours in one week, and before 7 AM, or after 12 AM

Special Events

Revised June 8, 2016