Villa Victoria Academy

Theatre Rental Information

Rental rates

Rehearsals - $180 per hr

Performance $2100 (4 hr block)

1 hour (total) for load in/out included at no charge.

All Rentals are booked for a 4 hour min.

2 Performances on the same day will incur 2 Performance Block fees

**Overtime:**

All Rentals which exceed the pre-paid booked time will be billed as follows:

Facility rate $270 per hr

Staff rate 1.5 hourly rate

Overtime rates calculated in full hour increments. (i.e. if your rental is booked until 6pm you will be billed for a full hour as of 6:01 PM)

Facility rental fees are to be paid in full 14 days prior to first rental date.

THERE WILL BE NO EXCEPTIONS TO THIS.

Staffing

 Production Manager - Flat Fee - $350 for two (2) rental dates. Additional dates billed at $175 per date.  (This fee will be added to the Facility Rental and be due 14 Days prior to first rental date

The following will be paid directly to the Staff (Names will be provided at least 7 days before first rental date)

House Manager - $30 hr

Lighting Tech - $25 hr

Sound Tech - $25 hr

Stage Crew - $25 hr (all events require a min of 2 Stage Crew)

All Staff are booked for 5 hr min

**All Staff fee checks must be provided to the Production Manager before the start of the performance.**

**The Production Manager will not allow the performance to begin until the checks have been received.**

**Any performance delays which occur and result in overtime will be billed as indicated above.**

**All communication regarding rentals must be done via email:**

**Theatre-rentals@villavictoria.org**