

The following hire packages are for a maximum of **10 hours (unless otherwise stated)** including get-in and load-out in the large performance space including 2 backstage dressing rooms and one larger dressing room. For hires in the small performance space, deduct £110.00 from the package prices below. All prices include vat at 20%.

A non-refundable holding fee is compulsory to hold your preferred date.

Package 1: Dance show with drama and music NOT A COMPETITION

Includes: 2 technicians for duration of booking

4 x vocal microphones

Ambient microphones for stage area

Foldback to stage

All lighting as appropriate

House PA (Flown enclosures only)

Harlequin dance floor

Drapes

£1074.00

Package 2: Dance Competition (12 hour event, plus advance 4 hour set-up)

Includes: 2 technicians for duration of booking

4 x vocal microphones

Ambient microphones for stage area

Foldback to stage

All lighting as appropriate

House PA (Flown enclosures only)

Harlequin dance floor

Drapes

£1722.00

Package 3: Acoustic Music concert

Includes: 2 technicians for duration of booking

Risers – if required

All lighting as appropriate

£870.00

Package 4: Amplified Music concert – seated No stage

Includes: 2 technicians for duration of booking

Microphones as required

Foldback to stage. Risers if required.

Full PA, all lighting and FX.

£1170.00

Plus SIA security (1 per 100 audience @ £20 + VAT per hour per guard, min. 5 hours)

Package 5: Amplified Music concert – standing & seated Full stage (14 hour booking)

Includes: 3 technicians for duration of booking

Monitor station for foldback to stage

Full PA. Microphones as required

All lighting and FX as appropriate

£1866.00

Plus SIA security (1 per 100 audience @ £20 + VAT per hour per guard, min. 5 hours) plus stage barrier hire (POA + VAT)

Package 4: Lecture/Award Ceremony

Includes: 2 technicians for duration of booking

Microphones and Risers – if required

All lighting as appropriate, including projection

£870.00

All prices above include VAT

Extras available:

- Pit seats – giving an extra 54 seats, bringing total seated to 350 = £100 + VAT.
- Grand Piano - £70 plus VAT includes tuning.
- Technician charges for anything outside the stated hire times will be charged at £15 per hour + VAT for each technician.

HIRE RATES

January 2020

- Stage Build – The main hall (J9) is in a flat format and staging can be built to the hirer's specifications – half stage £100 + VAT /full stage £200 + VAT.
- Dance show set-up charges apply to all dance events - £387 including VAT.
- Haze £30 + VAT.
- Drapes J9 (3 sets of wings) - £70 + VAT per hire. J3 has wings permanently installed.
- Full stage rear black back drop - £50 + VAT per hire.
- Bar hire – if the audience is less than 100 for each performance, then there is a £50 charge for bar hire.
- Security & stage barrier - price on application, required for gig/standing events.
- PRS is £48 in J9 and £36 in J3 including VAT per dance show.
- PRS for other shows is calculated on gross box office takings, between 3% & 4.2%
- Marketing contribution - £25 including VAT

OTHER HIRES AVAILABLE

Meeting rooms/classrooms/performance spaces/music practice rooms /additional dressing rooms

Small rooms £12 per hour:	J35, J36, J37, J38, J39, J40, J45
Medium meeting/class room £18 per hour:	J34, S16, P Block Rooms
Medium to large meeting/class rooms £21 per hour:	J11, J41, J44
Dance/Drama studio £24.00 per hour:	J43
Function room £50.00 per hour:	J19
Small performance space 144 seats (or 200 with additional front seats) £35 p/h:	J3
Large performance space 296 seats (or 350 with front pit seats) £50 p/h:	J9
Art exhibition space: £110 per calendar month + 10% + VAT commission	

As the centre is part of a school, bookings can only be accepted outside school hours i.e. after 5.30pm week days, at weekends and during school holidays.

TICKETS – When using the theatre spaces with an audience present, every audience member must have a valid ticket and all tickets must be for allocated seats. A seating plan showing seat numbers is available from the venue and their website. The only exception would be for standing events. The venue can run the box office for hirers or provide a ticket printing service. Please ask for details.

PHOTOGRAPHY – if the hirer hires a photographer for recording participants, then an additional room must be hired. Details of hire rates are available on request. **Under no circumstances may a photographer set-up in the venue foyer or other public areas.** Photographers/Videographers are permitted within the theatre spaces and must set up under the guidance of venue staff (considering Health and Safety restrictions).

If you hire the Function Room (J19) then the following applies: It is the hirer's responsibility to leave the room in the same condition as it is found, floor clean (swept and mopped), tables and chairs wiped clean and in correct position, all rubbish bagged and removed to external bins. Rubbish bags, cleaning equipment and materials will be made available to the hirer.

ROOM DIMENSIONS

January 2020

Room	Length (m)	Width (m)	Length (seats out)
J9 (Main auditorium)	13.33	12.15	25.86
J3 (Small theatre)	12.38	9.10	16.69
J11 (Classroom)	9.11	11.14	
J19 (Function Room)	30.08	18.47	
J41 (Music Room)	8.72	8.95	
J43 (Dance Studio)	9.31	12.40	
J44 (Classroom)	7.75	8.86	
J40 (Music Room)	3.41	2.73	
J39 (Music Room)	3.66	2.78	
J38 (Music Room)	3.41	2.78	
J37 (Music Room)	3.66	2.79	
J36 (Music Room)	3.42	2.78	
J35 (Music Room)	3.65	2.89	
J34 (Music Room)	6.96	3.81	