



**B. TICKETING SERVICES**

*Charges:*

Box Office Service - single ticket sales beginning four weeks prior to event \$1000.00 per performance  
- Box Office remains open until ½ hour after curtain

Ticket Printing \$100.00 per performance

Phone, Internet and Mail Order service fees:

Phone Order Fee \$7.00 per ticket  
Internet Order fee \$7/ ticket & \$3/ order

NOTE: Phone, Internet and Mail Order service fees are subject to change. Please confirm at time of contracting.

Single ticket postage \$0.49  
(or charged @ current rate  
whichever is higher)

*Conditions:*

Applicable service fees for credit card use of 2.8% for MasterCard, Visa and Discover sales, and 4% for American Express sales and Internet ticket sales will be charged.

Group Sales Service Fee of 10% will be charged on all group sales totaling less than \$50,000.00. For sales totaling more than \$50,000.00 a group sales service fee of 12% will be charged.

A subscriber service fee of 12% will be charged on tickets purchased by PSO subscribers through a targeted mailing.

A Facility Fee of \$3.50 will be charged on each ticket sold and included in the ticket price.

A Cultural District Fee of \$0.75 per ticket will be charged on each ticket.

**C. STAFFING**

*Charges:*

Front Of House Staff: includes ushers, ticket takers, doormen and concierge \$1,300.00

*Conditions:*

Stagehands: Stagehands will be billed according to current agreement with IATSE Local #3. For estimating purposes please use \$43.00/hr per stagehand. Rates are subject to change September 1 of each year. **Minimum crew is 4 persons** for all stage presentations.

Technical Director: Technical Director will be billed according to current agreement with IATSE Local #3. For estimating purposes please use \$50.00/hr. Rates are subject to change September 1 of each year.

Teamster Loaders: if needed, will be charged at cost to Presenter

Film Projectionists: according to current agreement with IATSE Local #3.

Stage Doorman \$19.00/hour  
(includes Taxes & Benefits)

Performance Security \$52.00/person/hr (4 hr.min)  
(will be billed at actual)

Merchandise Sales Commission 30%

Heinz Hall provided Merchandise Seller \$50.00/performance

(Contact our Merchandise Sales Coordinator, at 412-392-4884, to make arrangements for Sales at Heinz Hall)

**D. PERMITS & FEES**

*Conditions:*

The City of Pittsburgh requires a Performance Permit, which the Lessor will obtain on behalf of the Lessee and will be charged at the time of Settlement.

Applicable City of Pittsburgh Amusement Tax will be deducted at the time of settlement. The Amusement Tax is 4.762% of gross receipts.

**E. EQUIPMENT**

LIGHTING EQUIPMENT (applies even with act provided lighting)	
Per Week	\$1,600.00
Per Performance	\$400.00
Follow Spot Lights	Per Performance \$200.00 (plus operator at cost)
	Per Week \$600.00 (plus operator at cost)
VIDEO PROJECTOR RENTAL (Christie J Series 20000 Lumen)	
	\$2000.00 (plus operator at cost)
PIANOS	
9' Steinway Grand	\$100.00 per day, \$285 per week
Steinway Upright	\$50.00 per day, \$150 per week
Boston Upright	\$50.00 per day, \$150 per week
Tuning	Estimate \$100.00 per tuning (charged at cost)
FORKLIFT	\$400
SOUND	
In House Meyers Line Array System(includes Lobby, Backstage Paging System)	\$2000 per performance \$6500 per week
Lobby, Backstage, Backstage Paging System (REQUIRED)	\$600 per performance \$2500 per week
Lectern w/microphone (2 matching available)	\$100 per day
TELEPHONE/FAX LINE/WIRELESS INTERNET FEE	\$150.00/performance \$450.00/ Week

**F. RECORDING /BROADCAST FEE:** Base charge per event or session of three hours.

Audio recording (Heinz Hall Equipment):	\$950.00
Video recording (Heinz Hall Equipment):	\$950.00
Audio recording or live audio broadcast	\$1,150.00
Video or film recording	\$1,150.00

**G. LAGGING REPAIR** \$20.00/hole

**H. REHEARSAL ROOMS:**

For Performance rehearsals, rates are based on 8 hours, 4-hour minimum.

Rehearsal Room I:	40'x52'
Rehearsal Room II:	34'x38' (equipped with ballet bars and mirrors)

Rehearsal Room rental rates:

Monday through Friday, 8:00AM to 4:00PM	\$210.00
Monday through Friday evenings after 4:00 PM and all weekend rentals.	\$250.00

Additional charges include:

Backstage Doorman	\$19.00 per hour (includes taxes and benefits)
Liability Insurance	\$50.00

The rehearsal rooms can be rented for functions other than actual performance rehearsals, such as business meetings, luncheons, etc. The rental charge is as listed above, plus additional charges for backstage doorman, liability insurance, table rental, and set-up. Food and beverage service, if needed, can be supplied by Common Plea Catering at 412/392-4879.

Sound isolation has been provided between rehearsal rooms and the stage area.

Dressing rooms and restroom facilities are accessible to the rehearsal rooms.

**I. MISCELLANEOUS INFORMATION**

**WEDDING PHOTOS** \$250.00

Rate is based on one (1) hour of usage and the photographer operating with battery powered equipment only. Set-up of additional lights and equipment that requires 110 power hookup will require the use of a Stagehand @ approximately \$150.00.

**PROGRAMS** - Lessee is encouraged to provide programs for all events at Heinz Hall.

For theatrical performances Lessee is required to provide programs for distribution to audience members. If a program is to be printed with the assistance of Heinz Hall, copy must be submitted at least eight (8) weeks prior to the event.

**THREE-SHEET WINDOW** size is 42" x 84" Space available basis, two weeks prior to event (approx. \$200.00 to produce).

**E-MARKETING:** E-Blasts - \$500 each. This is for an e-blast sent by Heinz Hall using internal lists. Contact Aleta King at 412-392-4833 for questions or to make arrangements.