

Operated By
The Pittsburgh Cultural Trust
803 Liberty Avenue
Pittsburgh, PA 15222
Effective Sept 1, 2017
through August 31, 2018

CABARET AT THEATER SQUARE
655 Penn Avenue, Pittsburgh, PA 15222
Located in the Heart of the Cultural District

2017 - 2018 SEASON
RENTAL RATE SCHEDULE

I. RENTAL RATES PER PERFORMANCE/EVENT:

Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday 3 hrs.	\$500.00 base rent
Rent doubles after 3 rd hour	
Management On Site Day of Event	\$150.00

The above rental rates also apply to all rehearsals with invited guests or paid audiences and performances, whether ticketed events or not.

This rate applies to meetings, conferences, workshops, receptions and any other use of the Cabaret space.

II. ADDITIONAL CHARGES:

A. Liability Insurance \$ 85.00/per perf.

Lessee is responsible for payment of a pro-rated portion of the Cabaret's premium for Public liability insurance for all events at which an audience is in attendance.

Lessee is also required to provide Management with an insurance certificate as stipulated in the lease agreement naming The Pittsburgh Trust for Cultural Resources and the Cabaret at Theater Square as additional insureds.

B. Permits

The City of Pittsburgh requires a performance permit which the Lessee should obtain \$ 45/day

C. Ticketing, Box Office, Taxes and Per Ticket Fees

Box Office Service - Single ticket sales \$150.00/per perf.
Ticket Printing \$100.00/per perf.
Mail Order and Ticket charge staff fees covered by applicable customer service fees.

Applicable service fees for credit card use, including
WebSales, subject to change:

Mastercard/Visa	3.00%
American Express	3.00%
Discover	3.00%

Group Sales Service Fee 10% on all group sales
If you do not want group discounts, you must contact management in advance.

District Ticketing Fee 75 cents per sold tix
Ticketing Services will withhold City of Pittsburgh Amusement Tax 5% of gross sales

Ticket Copy:
Renters are required to place the following information on all copy containing information about the purchase of tickets:

For information and Charge By Phone call (412) 456-6666
Tickets are available at the Theater Square Ticketing Office
www.pgharts.org.

D. Front of House Staffing

Front of House Staff (includes ushers & ticket takers) \$ 175/per perf.
Front of House Doorman (if requested) \$ 100/per perf.
Security/Police, if necessary At cost

E. Stage Labor

Stagehands and Film Projectionists At Cost
Stagehand Rate for Sundays are at time and one half
Teamster loaders and unloaders, if needed At Cost

- F. Stage Repair
 \$10 repair fee per hole drilled
- G. Housekeeping
 Housekeeping charges (Mondays) \$150.00
 Housekeeping charges (Tuesday-Sunday) \$100.00
- H. Pipe and Draping
If necessary to cover set that will be on stage \$500.00
 Labor for Pipe and Drape setup by Union Stagehands

HOLIDAYS: The following dates are official building holidays for the 2014-2015 Season: Labor Day, Veterans Day, Thanksgiving Day, Christmas Day, New Year's Day, Memorial Day, and Independence Day. If you are planning a rental for one of the above dates, please contact the management office for an estimate of rates that would apply to these official holidays.

- H. Stage Equipment
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|---|-----------------------------------|
| Theatrical Lighting Equipment Per Performance | \$150.00 |
| Follow Spotlights Per Performance, each | \$ 75.00 (plus operator at cost) |
| Piano 7' Yamaha C-6 | \$150/day |
| Piano Tuning | At Cost |
| Sound Reinforcement System Per Performance | \$150.00 (plus operator, at cost) |
| Microphones, each | \$ 8.00 per |
| Wireless microphones, each | \$ 15.00 per |
- I. Recording Fee
- | | |
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| For audio, video and/or film: Base Charge
per event or session of three (3) hours | \$1,500.00 |
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III. MISCELLANEOUS INFORMATION

PYROTECHNICS - The Cabaret at Theater Square requires that utilization of pyrotechnic or related effects be in compliance with NFPA 1126, "Standard for the Use of Pyrotechnics before a Proximate Audience." We require the

operating instructions and safety requirements for any and all pyrotechnic device(s) used be made available in advance to Cabaret Management for review and reference.

CALENDAR OF EVENTS - A Calendar of Events is published quarterly. Performance information - date, starting time, ticket prices, will be included if performance is contracted and information is received prior to printing date.

PROGRAMS - The Pittsburgh Cultural Trust may elect to provide a program, depending on the nature of the attraction. Copy must be submitted at least three (3) weeks prior to event.

PROMOTIONAL AND ADVERTISING SERVICE available; please review with Theater Manager. Tickets are sold through Theatre Square Ticketing Center and Box Office, by phone at 412-456-6666. Visit www.TrustArts.org for more information.

Beverage and Food Service is available for any private function. Rates will be sent separately upon Request to Stern@trustarts.org.

**CABARET AT THEATER SQUARE
SEATING CAPACITY**

MAIN FLOOR

40 Tables 160

10 Hi-Top Tables 40

Riser Section Rows A-C 41

TOTAL CAPACITY: 241

One floor table location is used for wheelchair seating.

Capacity will increase or decrease depending on the stage production housed in the theater at the time.

Rev. 8/8/2017