

**SCHEDULE "A" OVERVIEW OF CHARGES**

**FACILITY RENT**

The greater of \$1,500 vs. 10% of sales [net of tax and CDF].

**NON-REFUNDABLE DEPOSIT**

\$750 due with signed contract, prior to on-sale date.

**TECHNICIANS**

Manpower at current hourly rates. Time & one half after 8 hours worked, double time after 11 hours worked. Meal penalty will apply if crew do not receive ½ hr. meal break after 5 hours. Double time and one half charged for crew working on Statutory Holidays.

**SECURITY**

The Port Theatre requires 1 security person in the lobby Manpower at current hourly rates. Time & one half after 8 hours. worked, double time after 11 hours worked. Double time and one half charged for crew working on Statutory Holidays.

**HOUSE MANAGEMENT FEE**

\$225 (per performance)

**EVENT INSURANCE**

Coverage Certificate listing The Port Theatre Society and City of Nanaimo as additional interests pursuant see Section 20 of the Agreement to which this Schedule 'A' is attached to be provided at least FIVE business days prior to event.

**TICKET CENTRE FEE (includes set up, sales and tkt reports)**

\$400 (per performance)

**COMP/CONSIGNMENT TICKETS**

Consignment tickets will be charged out at \$3.50 per ticket per performance.

**CREDIT CARD CHARGES**

3% of credit card purchases.

**CAPITAL DEVELOPMENT CHARGE**

\$2 per ticket. 50 cents on tickets which are \$15 or less (to be included in advertised ticket price)

**TICKET ORDER FEE**

\$3.50 per ticket to be included in advertised ticket price

**PRELIMINARY SETTLEMENT REQUIRED? Please circle YES / NO**

**PRELIMINARY CHEQUE REQUIRED? YES / NO**

**PAYMENT METHOD FOR FINAL SETTLEMENT Please circle**

**PICKED UP (ready within 3 business days after performance) MAILED or EFT (\$25 transfer fee applies)**

*The Port Theatre is obligated to remit applicable fees to Entandem for SOCAN and Re:Sound as follows:*

**SOCAN: Live & Recorded Music (per show)**

**Tariff 4A1** - Popular Music: 3% of sales; If no admission is charged and no fees are paid to the performers \$35

**Tariff 8** – Receptions/Assemblies - (Lobby/House) \$93.78 (Harmac Room) \$22.06

**Tariff 4B1** - Classical Music: 1.56% of sales; **Tariff 11B** - Comedy & Magic Shows \$39.27

**RESOUND: Recorded music only (per event day)**

**Tariff 5A** – Recorded music accompanying live performance – Based on attendance

Integral (>10% of event or >10 minutes on stage & off stage): 3.2 cents per admission (free or paid)

Incidental (<10% of event or <10 minutes on stage & off stage): .8 cents per admission (free of paid)

**Tariff 5.B** – Recorded music at Receptions,/Assemblies - Based on Room Capacity: Theatre: \$39.33 Lobby: \$27.76 Harmac Rm: \$9.25

**Tariff 5.J** – Recorded music during the entrance and exit of audiences and during breaks in live performances \$15 per event

\*These rates are subject to change based on updated SOCAN and Re:Sound rates\*

**ADDITIONAL COSTS IF APPLICABLE**

MERCHANDISING.....	Venue retains 15% of gross cash and cc sales net of taxes or 10% of gross cash & cc sales net of taxes if licensee provides seller. It is the responsibility of the promoter/agent to inform 3 <sup>rd</sup> party merch sellers of these terms.
ADDITIONAL JANITORIAL .....	Current hourly rate
HAZER.....	\$40
SPOTLIGHT RENTAL .....	\$60 per spotlight per performance
ADDITIONAL EQUIPMENT RENTAL .....	Cost + 10%
CATERING SERVICES.....	Cost + 10%
PROJECTOR AND SCREEN.....	\$175
STEINWAY PIANO RENTAL .....	\$150
PIANO TUNING .....	Cost + 10% (\$160 estimate)
MARLEY FLOOR.....	No charge for rental of the floor.
FLOOR TAPE.....	\$50
POSTERING.....	Cost + 10%
EXTERNAL EQUIPMENT RENTAL.....	Cost + 10%

**The Port Theatre is NOT licensed for alcohol IN THE BACKSTAGE AREAS- Greenroom or Dressing Rooms**

**GST APPLICABLE ON ALL COSTS INCLUDING LABOUR. GST REG. #13031 8330 RT0001 Include our Ticket Centre information in promotional materials 1.250.754.8550 or buy on-line at [www.porttheatre.com](http://www.porttheatre.com)**