

All rates are effective July 1, 2007 and are subject to change without notice

Mainstage – maximum capacity 1754

Standard rate (1st 4 hours) \$1600

Rent vs. 12% of Gross Box Office Receipts

Non-profit rate (1st 4 hours) \$800

Black Box – maximum capacity 180

Standard rate (1st 4 hours) \$400

Rent vs. 12% of Gross Box Office Receipts

Non-profit rate (1st 4 hours) \$200

Additional time past 4 hours is invoiced at the applicable hourly rate. Installation or rehearsal is discounted 75%.

Additional costs for equipment and labor will be determined based on the event requirements.

The Mainstage and Black Box share lobby, box office and dressing room facilities. The theatres may be rented to different organizations for concurrent events.

Rental Agreements

All event documents must be signed and returned with deposit no later than 4 weeks prior to the event. If the Rental Agreement is not returned 4 weeks prior to the event, UF Performing Arts reserves the right to cancel the event. With the signed Rental Agreement, renters must submit a deposit, proof of insurance, proof of non-profit and tax exempt status, and a Ticket Set-Up Form.

Deposit

A deposit or University Purchase Order is required at the time the Rental Agreement is signed. The deposit will be equal to the estimated total cost of facility use.

Insurance

Non-University renters must provide a certificate of insurance in force at the time of the facility rental and naming the following as additional insureds: the State of Florida, the Florida Board of Education, the University of Florida Board of Trustees, and the University of Florida.

Catering

Aramark – Classic Fare is the sole supplier of catering and concessions at the Phillips Center for the Performing Arts. All food and drink (including alcoholic beverages) must be arranged through Classic Fare at (352) 392-3463.

Facility Rental Agreement Includes:

- Access to support spaces specified in the agreement;
- Phillips Center, Ticketmaster and UFPA website listing;
- Facility inventory of lighting and audio equipment;
- Standard orchestra chairs, music stands, and stand lights.

Marketing Review

The UFPA Marketing Director must approve all publicity materials for the event before their release to the public.

Labor – per worker-hour

Technical labor – supervisory or specialist \$20

Technical labor – crew \$15

Usher supervisor \$20

Receptionist (night and weekend) \$10

Custodian \$20

University Police \$35

Security \$10

Labor cost is 1.5 times the base rate for hours worked past 8 hours in one day, or between 12:00 AM and 8:00 AM.

\$10 per person is charged for work without a meal break

Staff

Each audience event must engage, at minimum:

a Technical Supervisor, and an Usher Supervisor.

In addition, Phillips Center staff must be engaged to operate sound, lighting and stage equipment. Additional labor and equipment requirements will be determined by the Phillips Center based on the needs and nature of the event.

Equipment Rental – per Event

Piano \$100

Piano Tuning (per tuning) \$100

Piano Technician on stand-by (per hour) \$100

Follow spotlight \$150

LCD Projector \$100

Projection Screen (8' x 8') \$50

Orchestra Shell \$300

Dance Floor \$250

Podium \$50

Phone Line (analog, local and toll-free only) \$35

Ticketing

- All ticketing is managed by the Phillips Center Box Office.

- A \$1.00 UF Administrative Fee (included in the ticket price) is incurred for every ticket sold priced above \$5.00.

- A \$1.50 fee will be incurred for every promoter ticket printed (not sold).

- A \$2.00 per ticket service charge will be charged to the patron at purchase of each ticket at the Box Office. (TicketMaster service charges may be higher).

- No tickets will be issued until a Rental Agreement is executed, and deposit, Ticket Set-Up Form and all applicable fees have been received.

Merchandising

All sales of merchandise of any kind including souvenirs and CD's are subject to a commission of 20% of total sales (not including tax), payable to the University of Florida on the day of the event. Merchandiser remits tax. Sellers if provided are paid by Merchandiser \$50 cash day-of-show.

Notes

- The collection of donations on site is not permitted.

- The Phillips Center has no Standing Room sections.

- Renters must sign a Change Order form if a change in event specification increases cost more than 10% of the original estimate.

We regret that we are unable to accept rental reservations later than 4 weeks prior to the event date.