

Spreckels Theatre

Theatre Rental Information

Not-for-Profit (“NfP”) Rates

Welcome to San Diego’s historic site Spreckels Theatre. Situated in the heart of the downtown Theatre District on Broadway, we are conveniently adjacent to the Federal Plaza, Horton Plaza, and the Gaslamp District. The building is close to all transportation, freeways, the airport, the train station, as well as the bus and trolley lines. This bustling neighborhood abounds with hotels, restaurants, bars, and shopping. You will discover that our building provides the ideal setting for your show or event in a location that simply cannot be beat.

All of us who are associated with the Spreckels Theatre take pride in our organization and this elegant 1463 seat architectural masterpiece. We provide a rare combination of old world charm and modern convenience. We offer you our first class service and extensive experience in aiding you in both the planning and execution of your production or event. We have long believed that your success is our success. We will bend our collective effort to ensure that you have a great experience working with the Spreckels Theatre while you are in residence.

Our Not-for-Profit Rates are effective from September 1, 2011 through December 31, 2012, though rates may change without prior notice. When working on your event budget for the Spreckels Theatre, please verify all of our prices with our staff prior to finalizing your plans. We want to ensure that your experience with us will be the result of our prompt, well organized, courteous, and professional fulfillment of your great expectations.

We welcome Not-for-Profit organizations, and offer a reduced rental rate to those groups that are properly incorporated. To qualify for the Not-for-Profit rates posted on this pricing menu you must submit documentation to us verifying your 501(C)3 Not-for-Profit status. To do so we require copies of the documentation be attached to our Contract as a verification and proof that the official name of the contracting organization be the same on the contact and the 501(C)3 paperwork.

Base License Fees

Ticketed Performance per day	
One Show	\$ 2,500.00
w/Additional Show	\$ 3,750.00
Non-Ticketed Performances per day	
One Show	\$ 4,000.00
w/Additional Show/Same Day	\$ 6,000.00
Ticketed Weekly Rate	
8 Show maximum weekly	\$ 10,000.00
Tech date without Performance	
Load-in, set-up, rehearse	\$ 1,500.00
Grand Lobby with Theatre Rental	
Pre/Post reception, etc.	\$ 400.00
Grand Lobby without Theatre Rental	
Special Event	\$ 600.00

Film, Video, Radio, Streaming Fees

Location/Origination Fee	
Film, Video, Live Streaming (over base rent)	\$ 4,000.00
Live Event / Origination Live Event Fee (over Base Rent)	\$ 4,000.00
Radio – Live Streaming Fee (over Base rent)	\$ 1,000.00

Associated License Fees

Booking Deposit (non-refundable)	\$ 1,500.00
Date Change (after on sale)	\$ 500.00
Challenge Fee	\$ 1,500.00
Restoration Fee (See Box Office #3 , Below)	per ticket \$ 2.75

Service Package

NOTE: The Spreckels Theatre has no union contract obligations

Box Office Services, etc.			
Show build/Day of Event			\$ 300.00
Advance sale (per person/8 hour min)	per day		\$ 150.00
Ticket printing at Box Office	per ticket		\$ 0.08
TicketMaster ticket printing fees	per ticket		\$ 0.25
Credit Card (on dollar amount)			3.5%

Equipment Rental

Lighting Equipment	
Lights Priced per unit per day	Package
Dimmers per unit	Package
Central Board Expression III	Package
j Follow spots per unit	\$ 100.00
Operator @ \$ 20.00 per hour	
Sound System	Variable

Personnel / Crew

Technical Director per hour	\$ 20.00
Master Electrician per hour	\$ 20.00
Production Crew (varies per job)	\$ 16 00 - \$ 20.00
Riggers per hour	\$ 25.00

BOX OFFICE

1. Ticketing Service:

We have an exclusive ticketing contract with TicketMaster. The Spreckels Theatre is part of the TicketMaster outlet network providing access to selling centers and inbound telemarketing rooms all over the country. Tickets can be purchased via the internet, by telephone, or in person. Our window sales are conducted by experienced professionals. All remote sales will assess the ticket buyer a service charge. The walk up window does not assess a service charge.

2. Season Tickets / Group Tickets:

Under special conditions and with the prior permission of the Spreckels Theatre management, some events may promote and issue their own season tickets or group tickets, *in conjunction with* TicketMaster sales.

3. Restoration Fee:

The Spreckels Theatre charges a Restoration Fee of \$2.75 on each ticket sold for venue events. This applies regardless of how the tickets are processed or sold. We normally assess this charge directly to the ticket buyer at the time of purchase rather than charging the presenter/event. In the event that the tickets are sold through a subscription or group rate, the Restoration Fee will be collected directly from the Licensee. The Restoration Fee is used exclusively for projects to renovate the 100-year-old Spreckels Theatre.

VENUE

1. Public Parking:

The Spreckels Theatre has valet parking available in the Spreckels Garage on Broadway Circle at the basement level of the building. There are also additional pay parking lots in the neighborhood surrounding the Spreckels Theatre Building. Valet parking must be used at the request of Licensee and at their own expense.

2. Event Unloading / Parking Permits:

There is no street parking allowed around the Spreckels Theatre by order of the City of San Diego. Parking permits can be obtained, but they must be requested a minimum of seven (7) *working* days prior to the event. Posted parking is for active loading and unloading only. Please be aware that all other parking outside of the Spreckels Theatre will be subject to ticketing.

3. Truck/Bus Parking:

All trucks and buses must pull permits in order to park outside the theatre. All other vehicle parking will have to be arranged at a remote location away from the Spreckels Theatre after unloading, while waiting until the designated time for pick-up and/or re-loading.

LOBBY

The Grand Lobby may be hired at an additional fee for private gatherings and receptions of up to 300 guests both before and/or after an event. It may also be rented independently without the necessity of licensing the theatre. For further information email:

gshlaes@optonline.net

During production cast members are not permitted in the auditorium or the Grand Lobby unless there is an official *scheduled* autograph signing or photo-op event.

SEAT REMOVAL:

The auditorium seats may be removed with prior approval of Theatre Management in advance and only under the direction of Theatre Management. This is a labor intensive service. A fee of \$100 *per row* will be assessed for removal and storage. The same fee of \$100 will be assessed for their mandatory re-installation to the location in the Theatre where they originated, following the close of your event.

PRODUCTION

1. Electrical Service:

If extra power is needed to operate your event please let us know in advance in order to evaluate and price the extra expense.

2. Production Planning:

The Spreckels Theatre Management will be pleased to assist you when planning and coordinating the staffing of your event in our venue. The Spreckels Theatre does not have a contractual obligation with any unions which may be a budgeting advantage for your presentation. We also have a long association and experience working with union staffed productions if you are contracted with them. In both cases we will guarantee a thoroughly professional backstage crew, working environment, and first class results.

3. Equipment Rental:

Our Theatre has an in-house inventory of current lighting equipment to either supply or augment your event needs. Spreckels Theatre Management will provide you with a list of our stock and the associated pricing for these items. We can also recommend additional sources for rental of equipment you may need that we do not have in stock as required by your production.

4. Fire Permits:

Fire Permits are required by law for the use of any open flame, pyrotechnics, or lasers on our stage. All permits for stage combustibles must be obtained in advance of load-in, and in sufficient time to have your paper work in place. All copies must be filed with our Theatre Management in order to use these stage effects in your performances. If you do not have your Fire Permits currently in force at the time of your performance(s), the Spreckels Theatre Management will not permit your incendiary effects to be used on the stage. Please contact us at least three (3) week ahead of load-in to discuss your combustibles.

5. Fire Marshall:

If your event requires the presence of a Fire Marshall please let us know when you contact us to discuss the incendiary stage effect required for your show. We will be sure to arrange for a qualified Fire Marshall to attend to your show requirement and assess his/her fees on an hourly basis.

6. Prohibited:

Confetti canons and bubble machines are strictly prohibited from use at the Spreckels Theatre. Smoking is prohibited in the Spreckels Theatre and is not allowed within 20 feet outside of any entrance or exit.

FRONT OF HOUSE

1. Marquee:

The Spreckels Theatre has a vintage 3-sided marquee. All lettering is hand hung in place and the primary purpose will be to announce your show or event and the date it will appear at the Spreckels Theatre. Please discuss your display with the Spreckels Theatre Management at least two weeks prior to your load-in.

2. Security:

Security for your event will be provided by the Spreckels Theatre Management at the expense of the Licensee. Two guards will be required on site at all times your event staff, cast, and/or crew occupies the venue, *without exception*. This requirement includes load-ins,

rehearsals, set-up, and all technical rehearsals. In the event of show calls, the Spreckels Theatre Management will determine the security requirement and will establish the number of guards hired for each event. No show call will hire less than four guards as security for the theatre. NOTE: The number of security personnel depends on the type of show, the size of the crowd, and the problems anticipated for that event. The Spreckels Theatre Management reserves the exclusive right to determine the number of security per performance.

3. Medical:

Medical staffing is not routinely on-site for Spreckels Theatre performances. Upon request, Spreckels Theatre Management will arrange for specialized medical services to be present at the exclusive expense of Licensee.

4. Merchandise:

Licensee may offer their own merchandise for sale at the conclusion to their performances with the prior approval of Spreckels Theatre Management. A merchandise sales fee will be paid at 25% of the Licensee's total concession income. Licensee must pay California sales tax on all merchandise income. The Spreckels Theatre will supply a salesperson if requested, at an additional fee.

All merchandise must be counted in no later than one hour prior to performance curtain. At the conclusion of each performance, Licensee must submit a complete sales report to Spreckels Theatre Management.

CONTRACT ITEMS

1. Insurance: Pursuant to the terms in the Licensing Contract, events visiting the Spreckels Theatre are required to carry General Liability Coverage in the minimum amount of \$2,000,000 per event, to cover your company each day you occupy our facility for personal injury; \$1,000,000 per claim, and \$500,000 for damage to property. Please submit proof of insurance to our Theatre Management two weeks prior to your load-in date.
2. Payroll: An increment fee of 25% over and above the personal charges will be levied for payroll processing, tax, and fringe charges.
3. Holiday Rates: All license fees are for non-holidays. Holidays are charged at 1.5 times the regular rates.
4. Tech Day: A Tech Day without a performance must be followed by a performance date (two day minimum contract).

SPRECKELS THEATRE MANAGEMENT

Geoffrey C. Shlaes, Executive Director/Bookings
Shaun Davis, Theatre Manager
Rick Davis, Technical Director

(914) 837-3012
(619) 666-9622
(619)299-5991

gshlaes@optonline.net
shaun@spreckels.net

