

Barre Opera House

Rental Quote/Invoice

LESSEE ORGANIZATION:			
PRIMARY CONTACT:		ADDRESS:	
EMAIL:		PHONE:	
LEASE PERIOD:		Begin:	End:
ACCESS TIMES (open and close for each day):			
EVENT TITLE:			
PERFORMANCE/EVENT TIME(S):			
DATE QUOTE SENT:		BOH Staff Creating Quote:	

CHARGES: The BOH shall provide the following facilities/equipment at the following rates:

DATE of ACTIVITY	(office use only)	ACTIVITY	Hours/Count	Rate Non-Profit/ Commercial	TOTAL
	4000	Load In (1-4 hours)			\$0.00
	4000	Load In (additional hours)			\$0.00
	4000	Rehearsal (1-4 hours)			
	4000	Rehearsal (up to 8 hours)			
	4000	Rehearsal (additional hours)			
	4000	Dark Day			
	4005	Lighting Rental sec. 3&6 (per performance)			
	4005	Sound Rental sec. 6a (per performance)			
	4005	Spot Light (per performance)		\$75.00	
	4005	Spot Light (per 4 hour rehearsal)		\$25.00	
	4005	Marley Dance Floor (no tape/labor)		\$175.00	
	4005	Orchestra shell per section (no labor)		\$15.00	
	4005	Lighting booms/bases - per pair (no labor)		\$15.00	
	4005	Movie Screen		\$150.00	
	4005	6'11" Steinway (tuning not included) Event			
	4005	9' Steinway (tuning not included) Event			
	4005	6'11" Steinway (tuning not included) Rehearsal			
	4005	9' Steinway (tuning not included) Rehearsal			
	4005	Air Conditioning (\$125 up to 4 hr)		\$125.00	
	4005	Air Conditioning (additional hours)		\$25.00	
	4005	Additional Equipment billed through BOH			
	4009	*Technical Director Labor sec. 4&5	0	\$28.75	\$0.00
	4009	*Crew Labor sec. 4&5	0	\$23.00	\$0.00
	4009	*Overtime T.D. Labor sec. 4&5	0	\$43.13	\$0.00
	4009	*Overtime Crew Labor sec. 4&5	0	\$34.50	\$0.00
	4009	*House Manager	0	\$110.00	\$0.00
	4011	*Administrative Fee	\$0.00	15.00%	\$0.00
	4030	*Box office Staff (time of event)		\$85.00	\$0.00
	4030	Performance 1 (\$300 min - Non-profit)	0	\$1.50	\$0.00
	4030	Performance 2 (\$300 min - Non-profit)			\$0.00
	4030	Performance 3 (\$300 min - Non-profit)			\$0.00
	4035	Historic Preservation Fee 1	0	\$1.50	\$0.00
	4035	Historic Preservation Fee 2		\$1.50	\$0.00
	4035	Historic Preservation Fee 3		\$1.50	\$0.00
		Projector - outsided rental			
		Large Audio package - outside rental			

		* Gaff tape, spike tape, batteries...			
					\$0.00
TOTAL FACILITIES/ LABOR RENTAL ESTIMATE:					\$0.00
TOTAL FACILITIES/ LABOR RENTAL INVOICE:					

ADDITIONAL GEAR RENTAL: Additional video/sound/lighting gear can be rented from outside BOH or arranged through BOH. Any outside vendor must deliver and pick up rental gear within the rental period or additional charges may apply.

ADMINISTRATIVE FEE: Covers all bookkeeping charges, postage, pick up and delivery arrangements, phone calls, sub-contracting and bill paying handled by BOH on behalf of the Renter and is only applied to labor costs.

SERVICES: BOH will provide the services indicated below. Descriptions of specific technical requirements are outlined on page 2 of this rental agreement, "Explanation of Services." (All rates are estimates based on information provided at the time of contracting and are subject to change.)

BOX OFFICE REPORT	Office Use Only	
Net BOH presales (pre-tax) - shows		\$0.00
Net BOH Door Sales (pre-tax) - shows		
VT & Barre 7% Sales Tax		\$0.00
Gross BOH sales		\$0.00
Itemized Box Office Invoice		
5% of BOH presales	4030	\$0.00
5% of Door Sales	4030	\$0.00
4% of Credit Card Presales	4030	\$0.00
4% of Credit Card Door Sales	4030	
Ticket Printing (\$50 per 650 tickets)	4030	\$0.00
Set up fee (\$50) per event	4030	\$0.00
7% tax to VT & City of Barre	4030	\$0.00
Total Box Office Fees	4030	\$0.00
Box Office Profits for Renter		
Box Office Profits		
Rental & Tech Costs		\$0.00
Balance		
Credits		
Deposit		
Balance paid to BOH		
Profit		\$0.00

DEPOSITS: The Lessee agrees to pay BOH by good check, with return of this signed Agreement, the deposit listed above.

- Lessee's signature below acknowledges receipt of, review of and agreement with the terms and conditions of this Lease Agreement, our Facility Usage Policies, and any addenda.

- Should Lessee be found in violation of any of the provisions of this rental contract, the BOH may immediately consider the contract null and void, and Lessee will forfeit all advance payments made to BOH and be liable for all expenses incurred, whether or not the event(s) or performance(s) actually occur(s).

- This rental contract is the only agreement between the parties relative to the event(s) or productions(s) described herein, and no oral statements or prior written matter shall have any force or effect.

- Any cleaning or repairs (beyond normal wear & tear) resulting from Lessee's use of theater, will be withheld from the deposit and may result in additional billing.

Renter Signature	Renter Name Print
BOH Executive Director Signature	Kurt Thoma