



PERFORMANCE RENTAL INFORMATION - 2010

OVERVIEW

The Isaac Theatre Royal is a superb beautifully restored and redeveloped Edwardian Heritage Theatre with 1266 seats over three levels.

The Theatre is the Christchurch home to many of the national performing arts companies of New Zealand as well as the preferred venue for touring events; arts festivals; musical theatre, ballet, contemporary music concerts, recitals, opera, comedy, children's theatre and community school events.

Venue specifications for detailed data on the theatre, seating layouts, technical and other facilities are on our website at www.isaactheatrEROYAL.CO.NZ, under "Hiring the Venue".

SEATING

Seating capacity for the Isaac Theatre Royal is 1266 in total.

- Stalls 661
- Circle 272
- Gallery 333

The seating capacity includes 10 house seats that are reserved being: Stalls J 16,17,18,19 (4 seats) and Circle C 15,16,17,18 & E 24,25 (6 seats) per performance, for use exclusively by the Isaac Theatre Royal.

Both fully reserved and general admission seating options are available. A standing option in the Stalls following removal of the first five (5) rows is also available, which raises the overall capacity allowance to 1300.

- Removal of seats - \$175.00

RENTAL RATES

COMMERCIAL PERFORMANCES

Hireage rates are on the basis of daily rate guaranteed rental versus Net Box Office Receipts by percentage share of NBOR to be agreed in advance.

NOTE: Net Box Office Receipts is defined as: Gross ticket Revenue less all (unless already excluded) Ticketing inside & printing charges, less GST, less credit card fees.

Every event has varying venue requirements so in turn we have rental structures to suit all producers' needs.

Please contact us directly to discuss your specific requirements.

Within NZ Ph: 03 3666 326 Overseas Ph: +64 3 3666 326

lianne@isaactheatrEROYAL.CO.NZ or emily@isaactheatrEROYAL.CO.NZ

NOTE

Special provisions are available for COMMUNITY AND CHARITABLE performances.

SET-UP/REHEARSAL/NON-PERFORMANCE DAY RENTAL RATE

Rates are determined and agreed in advance based on overall rental agreement, but in most cases a basic rental charge of \$1,700.00 will apply.

PUBLIC HOLIDAY SURCHARGE

A surcharge will apply where any of the contracted dates within the license period fall on a public holiday as defined by the Holidays Act 2003. The surcharge will be:

- 20% on venue rental for the particular day.
- 20% on beverages for the particular day.
- 100% on labour charges for the particular day.

GOODS & SERVICE TAX

All prices quoted are exclusive of Goods & Service Tax. From 1st October 2010 the GST rate in New Zealand will be raised to 15%.

RENTAL INCLUSIONS

The following is included in the performance rental rate. Additional equipment or services will attract a charge as per the current price list. Consult the Theatre Management for an estimate of charges for additional services.

FRONT OF HOUSE STAFF

The following staff is provided for a maximum of four hours per PERFORMANCE DAYS ONLY, called 45 minutes before show time.

- A maximum of 2 theatre attendants (determined by Isaac Theatre Royal) and including one Management Representative.
- Front of House Manager who acts with delegated authority of the General Manager, Operations Manager and Events Manager.
- Ticketing services staff
- One Theatre Custodian/Technician for duration of PERFORMANCE DAYS

HEATING

The cost to heat the backstage and public areas of the Isaac Theatre Royal and foyers is included in the performance rental fee however if heating is required on non-performance days then an additional charge of \$450.00 per day will be made.

VENUE ELECTRICITY

The use of electricity in the Isaac Theatre Royal is included in both performance and set-up/rehearsal/dark day/non-performance day fees.

FOYER SET-UP DISPLAY INCLUSIONS

- 1 x merchandising table.
- 2 x mobile programme selling stands

CLEANING

- One cleaning of the used areas of the auditorium after each performance.
- One cleaning of all used dressing rooms and backstage areas each day. Multi-performances on the same day or any excessive cleaning required based on content of the performance will incur additional costs to be agreed in advance.

GENERAL INCLUSIONS

- Use of Theatre Auditorium (all levels as required).
- Use of Orchestral Pit if required.
- Use of all House Lighting and basic PA if required.
- Use of Stage and Flying System.
- Use of 4 in-house climbing motors.
- Full use of the available dressing rooms.

- Access to the shared spaces such as the Green Room, laundry and wardrobe.
- Use of Ravenscar Circle Foyer for opening night function for seasons over FIVE PERFORMANCES in duration. NOTE: Can also be assigned to Official Sponsors.

NON INCLUSIVE CHARGES

In addition to the venue rental there may be fees for services that are provided by the Isaac Theatre Royal.

THEATRE ATTENDANTS

Are required at ALL ticketed performances to a maximum amount as follows:

- STALLS – 1 x Foyer Supervisor/Doorman, 4 x Ushers
- CIRCLE - 1 x Foyer Supervisor/Doorman, 2 x Ushers
- GALLERY – 1 x Foyer Supervisor/Doorman, 2 x Ushers

Additional front of house staff outside of the Rental Inclusion will be charged out at \$25.00 per staff member, minimum 3 hour call.

SECURITY

All events held at the Isaac Theatre Royal require a minimum of one Red Badge Security Officer roaming between stage door and front of House. Security will be charged at the rate of \$25.00 per hour. Security will only admit approved nominated persons and each production must provide an approved list of back stage show personnel prior to first performance.

Any other security staff required for performances will be determined by event in consultation with the venue management and unless agreed otherwise in advance will be at the cost of the client.

RESTORE

House lighting rig is included in the venue rental in STANDARD THEATRE MODE. If any alteration is made to positioning, focusing etc, a restore charge of **\$575.00** applies to restore House Rig to Standard Mode post event.

PUBLIC LIABILITY INSURANCE

A fee of NZ\$95.00 per season will be charged to provide a \$10 million public liability cover for your event. We are happy to provide the necessary forms to facilitate this cover. If you have your own public liability policy with a sum insured of NZ\$10 million then you must provide a copy of the policy document and this charge will not be made.

MERCHANDISING

Where merchandise and programmes are sold in the Theatre, a charge of 15% of the gross sales will be payable. Front of House Manager will supervise stock counts and collect fees at the end of the rental period.

If you require merchandisers or programme sellers, these persons are charged at \$25.00 per staff member. Minimum 3-hour callout.

HERITAGE LEVY

All seats sold for performances at the Isaac Theatre Royal attract a Heritage and Redevelopment levy of \$2.50 per ticket (payable by the patron at point of purchase, and not deductible from ticketing settlement). This is applicable to all tickets sold with a retail value greater than \$35.00. This levy is **included within the advertised ticket price** and is shown separately on the printed ticket. *(Please refer to clause 11 of the venue contract OR the Specific Rental Terms of this agreement).*

INTERNET CONNECTION

Internet Broadband Connection

\$17.50 per day

\$75.00 per 5 days

SIGNAGE

Billboards can be made available for the front of the theatre to advertise your event.
Artwork to be supplied by promoter. Duration of space hire to be discussed separately.
Size 4.8m x 1.2m \$995.00

EQUIPMENT HIRE

The following items are available for hire upon request:

Trestles – 1.8 x .75	\$ 9.00
Oscar Black Padded Chairs	\$ 3.50
Glasses – Beer, Wine, Flute	\$ 0.30
Carafes	\$ 1.00
Table Cloths – inclusive of laundering	\$ 9.50
Skirting – 5.1mtrs	\$25.00
Lecturn	\$40.00
Urn – 30 Litre	\$40.00
14 x Risers (1450mm x 900m x 150mm high)	\$20.00
PA for Functions	\$95.00

KAWAI BABY GRAND PIANO

Hire of the Kawai Baby Grand Piano	\$150.00
Tuning	\$150.00

TECHNICAL STAFF

Additional costs for extra staff and equipment other than the theatre owned equipment will be charged as follows:

(This applies to SET UP AND REHEARSAL DAYS unless otherwise agreed in advance)

	Per Hour	Per Call/Show	Per Day
Loader/Stagehand	\$25.00		
Forklift Operator (F endorsement and OSH certificate)	\$27.00		
Show Crew	\$30.00	\$100.00	
Theatre Mechanist	\$30.00	\$100.00	
Follow Spot Operator		\$100.00	
Climbing Follow Spot Operator		\$110.00	
Wardrobe Mistress (with kit and machine)	\$30.00		
Wardrobe Assistant	\$25.00	\$100.00	
Merchandise Assistant	\$27.00		
Rigger			\$400.00
Crew Chief			\$300.00
Stage Management			POA
Site Management			POA
Merchandise Management (with kit)			\$400.00
Production Management			POA
Registered Electrician	\$50.00		
Lighting Technician/Operator	\$45.00	\$150.00	\$450.00
Lighting Programming	\$55.00		In Addition
Truck Driver Class 2 or 5			From \$300.00

FEES

All fees published are subject to alteration without notice and are exclusive of GST.

GENERAL INFORMATION

PARKING

- Car parking is NOT available on site and you are advised to secure alternative arrangements.

TELEPHONES

- Telephones (lines or calls) not included in rental.

KITCHEN FACILITIES

Modest kitchen facilities including equipment is available adjacent to the Ravenscar Circle Foyer. The cost of the kitchen facilities is \$195.00

RAVENSCAR CIRCLE FOYER

The Ravenscar Circle foyer is available for Pre/Interval and Post performance hire. The standard rate for the hire is:

- \$490.00. Pre, Post and Interval
- \$350.00 Pre and Interval
- \$250.00 One Session

Please talk to our Events Manager about our additional spaces for hire and associated costs.

LIQUOR

The Isaac Theatre Royal is a fully licensed theatrical theatre and reserves the right to exclusively vend all beverages. In the case of a beverage company sponsoring a production, products are permitted to be brought on to the premises and the following corkage will apply following prior written agreement from Theatre Management:

Wine corkage	\$8.00 per bottle
Beer Corkage	\$2.00 per bottle
Soft Drinks & Juice	\$0.50 per item

Negotiation of a bulk corkage deal can be agreed in advance dependant on style and size of Event. Please contact our Events Manager.

ISAAC THEATRE ROYAL – RECOMMENDED CATERERS

We have 5 caterers that carry our recommendation and we can advise suitability of each for your event. Please contact our Events Manager for specific advice on each.

Moveable Feasts

Contact: Pip Jamieson
Email: pip@moveablefeasts.co.nz
Phone: 03-389-8617

White Tie Catering

Contact Helen Harrowfield
Email: Helen@whitetiecatering.co.nz
Phone: 03-365-2837

Kiwi Cuisine

Contact: Stu MacKenzie
Email: reception@kiwicuisine.co.nz
Phone: 03-386-3082

Lizzie's Cuisine

Contact Lizzie de Lambert

Email lizzies@xtra.co.nz

Phone: 03-355-6468

Zest Caterers

Contact Glenice Wyatt

Email: info@zestcatering.co.nz

Phone: 03-366-3429

**ALTERNATIVELY YOU ARE WELCOME TO BRING YOUR OWN CATERERS
PROVIDED PRIOR AGREEMENT IS REACHED WITH ISAAC THEATRE ROYAL**

GROUND TRANSPORT

For pick ups to and from Airport and Hotel for any size of travelling party, we recommend:

Paul Rinsma Tour Support.

Contact Paul Rinsma

Email: paul.r@woosh.co.nz

Phone: 03-358-4572/0274-165-680