UNIVERSITY OF SOUTH FLORIDA

College of The Arts Events & Production Services

USE FEE RATE SCHEDULE

Revised July 1st, 2011 **Definition of Service Levels**

Facility Use Rate Schedule

Reference the USF Policy and Procedures Manual Use of University Space (all inclusive) Revised

Definition of Service Levels

LEVEL 1: The use of the facility for a Load-in/Set-up/Closed Stage Rehearsal/Private Event. Requires a minimum of 1 steward, 1 tech staff and 1 lobby staff. Additional staffing and services as required. May require special lighting, sound system, masking, special set, staging items, etc.

LEVEL 2: The use of the facility for a for an Open Stage Rehearsal/Lecture/Private Event. Requires a minimum of 1 steward, 1 tech staff and 2 lobby staff. Additional staffing and services as required. May require Special lighting, sound system, masking, special set, staging items, etc.

LEVEL 3: The Use of the facility for a Performance/Conference activity or Private Event. Requires additional lighting and other technical needs. May require special set and staging items. Requires a minimum of 1 steward, 1 tech staff and 2 lobby staff. Additional staffing and services as required. Level 3 begins 1/2 prior to show start and ends 1/2 after show ends.

> Service Level status will be reviewed/designated by Events & Production Services, CoTA. User is responsible for providing Events & Production Services, CoTA a written statement detailing the use of the facility requested. Events & Prodcution Services, CoTA reserves the right to modify Service Level status if facility use has changed from original provided statement.

Facility Use Rate Schedule

In addition to the Facility Use Rate, all users may be required to pay an equipment use fee and labor charges as determined by the level of use. These fees and charges are listed on page 2 of this document as well as other additional charges which may be incurred as part of an occupancy. Use Fee Rate Schedule charges for a USF-CoTA Affiliation Agreement will be indicated on the Location/Use Permit.

TYPE: P – For-Profit User

NON-University Related Organization, Group, or Individual ¹

Level 1: 7.50 15.00 30.00 45.00 20.00 120.00 240.00 120.00	Hourly rate (Daily max 14 hours & 4 hour	Elin Otli-	Classroom/	Barness Recital Hall Breakout Room-Conference Center	Conference Center	Concert Hall				
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In addition to the above use fees, a security/damage deposit may be collected equal to 1/10 (10%) of the total License Fee and estimated expenses rounded up to the nearest \$50.00 with a minimum of \$100.00

¹University persons, groups, or organizations desiring to use space for non-University events or activities are considered to be a Non-University user. Licensee agrees to pay the Liscensor sales tax of 7% of fees for space and services contracted unless Licensee provides university a State of Florida Department of Revenue - Consumer's Certificate of Exemption prior to the event date

² Non-Profit status is determined by the Florida Division of Corporations. Proof of status is required. Licensee agrees to pay the Liscensor sales tax of 7% of fees for space and services contracted less Licensee provides university a State of Florida Department of Revenue - Consumer's Certificate of Exemption prior to the event date. ³ Non-College status is determined by the budgetary unit that is ultimately responsible for the charges incurred.

UNIVERSITY OF SOUTH FLORIDA

College of The Arts

Events & Production Services **USE FEE RATE SCHEDULE**

Revised July 1st, 2011 Equipment Fees

Required Labor Charges

Reference the USF Policy and Procedures Manual

Use of University Space (all inclusive) Revised

copy at: http://eps.arts.usf.edu

BASIC CHARGES

In addition to the space use fees, the following fees may be assessed for events/peformances. Equipment charges for a USF-CoTA Affiliation Agreement will be indicated on the Location/Use Permit.

Equipment Charge (Per Use Charge) For Types P, N, & G

Includes Conventional Lighting, House Speakers/Stage Monitors, 6 Headsets, CD/Computer Playback/Bounce, Legs, Borders, and Main

Facility: Charge:	Faculty Studio 25.00	Classroom/ Rehearsal Space 50.00 Equipment Cha	Barness Recital Hall Breakout Room-Conference Center Theatre 1/Concert Hall Lobby 75.00 Inge (Daily Charge) For Types P, N, & C		Concert Hall Theatre 1 (TAT) 250.00		
Daily rate (Performance & Tech Rehearsal days only) ⁴ Charge:	Faculty Studio	Classroom/ Rehearsal Space 15.00 Equipment	Barness Recital Hall Breakout Room-Conference Center Theatre 1/Concert Hall Lobby 30.00 Charge (Daily Charge) For Type C	Conference Center Theatre 2 (THR) 50.00	Concert Hall Theatre 1 (TAT) 75.00		
Daily rate (Performance & Tech Rehearsal days only) ⁴ Charge:	Faculty Studio	Classroom/ Rehearsal Space 10.00 Required Labor Cl	Barness Recital Hall Breakout Room-Conference Center Theatre 1/Concert Hall Lobby 20.00 harge-Per Hour (All Users except Type		Concert Hall Theatre 1 (TAT) 30.00		
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		0	Barness Recital Hall		• • • • •		
Facility:	Faculty Studio	Classroom/ Rehearsal Space	Breakout Room-Conference Center Theatre 1/Concert Hall Lobby	Conference Center Theatre 2 (THR)	Concert Hall Theatre 1 (TAT)		
Level 1:	26.00	26.00	66.50		66.50		
Level 2:			66.50		81.00		
Level 3:			81.00	160.00	160.00		
ADDITIONAL CHARGES: In addition to the space use fees, the following optional fees may be assessed: Special Equipment							
Marley Dance Floor			Acoustical Shell/Risers				
Equipment Fee	100.00		Equipment Fee				
Dance Floor	100.00	each day	Shell Panels		each per day		
Setup/Strike Labor	150.00		Setup/Strike Labor				
Black or White Scrim		Electronic Piano Lab Keyboards					
Equipment Fee	75.00	each per contract	Equipment Fee				
6'/9' Grand Piano (tuning extra)			Use Upright Rehearsal Piano (each day		
Equipment Fee	137.50/200.00	Tuning Extra	Equipment Fee		Tuning Extra		
Use	37.50/50.00	each day	Use		each day		
Additional Lighting Equipment							
Single Gobo Rotator/Film FX							
Equipment Fee	25.00	each per contract	Equipment Fee	50.00	each per contract		
Additional Sound Equipment							
Wireless Microphone		FI	oor Microphone				
Equipment Fee	35.00	each per contract	Equipment Fee 10.00	each per contract			
		Pro	jection Equipment				
LCD Projector-Sharp		В	lack Out Device				
Equipment Fee	100.00	per projector	Equipment Fee 10.00	each per contract			
معال		each day/per room		·			

Equipment Fee Use

100.00per projector50.00each day/per room

ADDITIONAL CHARGES CONTINUED:

Special Effects

Fogger/Hazer Equipment Fee	75.00 25.00	1 rehearsal/2 shows per additional show		Bubble Machine/ Equipment Fee	Snow Drop includes Sno 50.00 25.00	1 rehearsal/2 shows
Flame Pots Equipment Fee (Includes 2)	25.00	each per contract		Disco Ball & Mot Equipment Fee	or 25.00	each per contract
Confetti Electric Equipment Fee Confetti C02 Cartridge	50.00 5.00 5.00	each per contract 5.00 5.00		Confetti Manual Equipment Fee Confetti C02 Cartridge	25.00 5.00 5.00	each per contract 5.00 5.00
			Portable Staging			
40'-0"x28'-0"	3500.00	initial day/set- up/strike	32'-0"x16'-0"	1600.00	initial day/set- up/strike	
(35 @ 4'-0"x8'-0")	1750.00	per additional day	(16 @ 4'-0"x8'-0")	800.00	per additional day	
4'-0"x8'-0" price at 100.00 per hour @ initial day 4'-0"x8'-0" price at 50.00 per hour @ additional day Note: All rentals require a minimum order of \$600.00. Minimal orders require an additonal charge for railing and stairs at 250.00 per day. Prices include local delivery. Special Equipment Packages Available at a Reduced Cost. Call for Package Pricing Details.						
Other Charges Parking Permits Credit Card Sales Fee University Overhead Supplies and materials	as billed as billed	Daily:\$5.00 in advance 6% of Credit Card Sale 10% of charges not cer includes any shipping a	ntral billed to university spons	sor (Rate established by L	JSF Finance & Accounting	a)

as billed includes any shipping and/or handling charges 175.00 Single tuning; each tuning is billed separately

as billed 7% of total rentals, fees and reimbursable expenses

Piano Tuning Sales Tax

Ticket Sales

(College of The Arts Type: N and Type: P ticketed events require the use of Reserved Seating)

Type of Sale:	Event Management Fee:	Ticket Master Fee:	Event Labor (CASHIER) Set-up Charges:	Additional Charges:	Types P, N, & G	Types C
						.20 per ticket + Cashier Set-
Consigned Tickets/CoTA Touchnet Registrations	0.40 (per ticket)	0.10 (per ticket)	\$28 (plus FICA/UWA)	None	.50 per ticket + Cashier Set-up	up/Registration add USF Credit Card Fee
				Cashier for	.60 per ticket + Cashier	.30 per ticket +
College of The Arts Box Office:	0.50 (per ticket sold)	0.10 (per ticket sold)	\$28 (plus FICA/UWA)	Daily Box Office Sales	Set-up+USF Credit Card Fee	Cashier Set-up + USF Credit Card Fee
					.70 per ticket + Cashier	
TicketMaster Sales:	0.60 (per ticket sold)	0.10 (per ticket sold)	\$42 (plus FICA/UWA)	TicketMaster Fees	Set-up+2.5% Phone- Internet/2.78% Outlet Face Value	.40 per ticket + Cashier Set-up*

Additional Staff Charges per hour_ 15 minute break each 4 hours & 1 hour meal break each 8 hours. Breaks scheduled by EPS Production Manager. Meal Penalty @ 1.5 (After 4hrs based on an 8hr day) / Events in Overtime & Meal Penalty @ 2 (Double Time) Overtime @ 1.5 may be assessed if hours worked exceed hours scheduled on the EIR-Event Information Report.

Labor will be billed at flat rate for Types P, N, G & C.

Stage Steward	22.00	Stage Crew	20.00	Head	18.00/14.00
House Manager	20.00	Electrician-Sound- Stage Mgmt.	20.00	Cashier/Cashier House Staff- Ushers	12.00

* Tech/Rehearsal Days are calculated as two weeks (fourteen days) prior to opening night for mainstage productions and any rehearsal days leading up to or during a series of individual events sponsored by the same academic unit. *Based on a Presale Ticket of \$12 for Adult