



## **PERFORMANCE RENTAL INFORMATION - 2009**

### **OVERVIEW**

The Isaac Theatre Royal, Christchurch is a superb and beautiful restored and redeveloped Historical 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. In addition the Theatre is the preferred venue for international touring, musicals, concerts, recitals, community and school events and children's theatre.

Please see the venue specification for detailed data on the theatre, seating layouts and other facilities.

### **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 15,16,17,18,19,20 (6 seats) per performance, for use by the Isaac Theatre Royal.

Both reserved and general admittance seating options are available. A standing option following removal of some of the stalls seats is also available.

### **RENTAL RATES**

#### **COMMERCIAL PERFORMANCES**

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

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

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](mailto:lianne@isaactheatreroyal.co.nz) or [barbara@isaactheatreroyal.co.nz](mailto:barbara@isaactheatreroyal.co.nz)

#### **NOTE**

Special provisions are available for COMMUNITY AND CHARITABLE performances.

#### **SET-UP/REHEARSAL/DARK DAY/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 \$1,500.00 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 beverage for the particular day.
- 100% on labour charges for the particular day.

NOTE: Net Box Office is defined as: Gross ticket price less Ticketing inside charges, less GST, less credit card fees.

### **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 are 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)
- Front of House Manager who acts with delegated authority of the General Manager.
- Ticketek ticketing services staff
- One Theatre Custodian/Technician for duration of PERFORMANCE DAYS

Should additional front of house staff be required outside of these inclusions a charge will be made at \$25.00 per staff member.

### **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 \$400.00 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 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.
- One cleaning of the used areas of the auditorium after each performance.

### **GENERAL INCLUSIONS**

- Use of Theatre Stalls, Circle, Gallery.
- Use of Orchestral Pit if required.
- Use of all House Lighting and Sound 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. All energy costs unless in the opinion of the Manager extraordinary power consumption occurs.
- Use of Ravenscar Circle Foyer for opening night function for seasons over ONE WEEK in duration.

## **NON INCLUSIVE CHARGES**

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

### **SECURITY**

All events held at the Isaac Theatre Royal require the attendance of the stage door attendant. Stage door 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.

All other security staff required for performances will be determined by event in consultation with the venue management and will be at the cost of the client.

### **PUBLIC LIABILITY INSURANCE**

A fee of NZ\$80.00 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.

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 levy of \$2.50 per ticket (payable by the patron). 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

\$15.00 per day  
\$75.00 per week

### **SIGNAGE**

Signage can be made for the front of the theatre.

Artwork to be supplied by promoter.

Size 4.8m x 1.2m

\$975.00

### **EQUIPMENT HIRE**

The following items are available for hire upon request:

|  |         |
|--|---------|
| Trestles – 1.8 x .75                   | \$ 8.00 |
| Padded chairs                          | \$ 2.00 |
| Glasses – Beer, Wine, Flute            | \$ 0.20 |
| Carafes                                | \$ 1.00 |
| Table Cloths – inclusive of laundering | \$ 9.00 |
| Skirting – 5.1mtrs                     | \$25.00 |
| Lecturn                                | \$40.00 |
| Urn – 30 Litre                         | \$40.00 |
| Risers                                 | \$20.00 |

### **KAWAI BABY GRAND PIANO**

Hire of the Kawai Baby Grand Piano

\$120.00

Tuning

\$120.00

## **THEATRE STAFF**

### TECHNICAL

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) | \$25.00  |               |               |
| Show Crew   | \$25.00  | \$90.00       |               |
| Theatre Mechanist                                     | \$25.00  | \$90.00       |               |
| Follow Spot Operator                                  |          | \$90.00       |               |
| Climbing Follow Spot Operator                         |          | \$100.00      |               |
| Wardrobe Mistress (with kit and machine)              | \$28.00  |               |               |
| Wardrobe Assistant                                    | \$25.00  |               |               |
| Merchandise Assistant                                 | \$25.00  |               |               |
| Rigger  | \$65.00  |               | \$400.00      |
| Crew Chief  |          |               | \$300.00      |
| Stage Management                                      |          |               | \$400.00      |
| Site Management                                       |          |               | \$350.00      |
| Merchandise Management (with kit)                     |          |               | \$300.00      |
| Production Management                                 |          |               | POA           |
| Registered Electrician                                | \$45.00  |               |               |
| Technician/Operator                                   | \$40.00  | \$150.00      | \$400.00      |
| Lighting Programming                                  | \$55.00  |               | In Addition   |
| Truck Driver Class 2 or 5                             |          |               | From \$250.00 |

All rates exclusive of GST.

A standard rig hanging plot is available to the client within the performance rate. Should the client wish to change the rig, a restore cost will be provided following receipt of your technical requirements and is payable as per box office settlement.

### **FEES**

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

## **GENERAL INFORMATION**

### **PARKING**

- Generally 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

### **RAVENSAR CIRCLE FOYER**

The Ravenscar Circle foyer is available for Pre/Interval and Post performance hire. The standard rate for the hire is \$450.00.

Please talk to our staff about our additional spaces for hire and costs.

### **LIQUOR**

The Isaac Theatre Royal is a fully licensed theatrical theatre and reserves the right to 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 fee will apply –

|              |                   |
|--------------|-------------------|
| Wine corkage | \$6.00 per bottle |
| Beer Corkage | \$2.00 per bottle |

### **ISAAC THEATRE ROYAL – RECOMMENDED CATERERS**

We have 4 caterers that have worked with clients at the Isaac Theatre Royal.

Lizzie's Cuisine  
Contact Lizzie de Lambert  
Email [lizzies@xtra.co.nz](mailto:lizzies@xtra.co.nz)  
Phone 03 355 6468

Moveable Feasts  
Contact: Pip Jamieson  
Email: [pip@moveablefeasts.co.nz](mailto:pip@moveablefeasts.co.nz)  
Phone: 03 389 8617

White Tie Catering  
Contact Helen Harrowfield  
Email: [Helen@whitetiecatering.co.nz](mailto:Helen@whitetiecatering.co.nz)  
Phone: 03 365 2837

Zest Caterers  
Contact Glenice Wyatt  
Email: [info@zestcatering.co.nz](mailto: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**