

Willard Arts Center & Colonial Theater
Rental Rates
Effective October 21, 2021

Colonial Theater

	Commercial	Arts Org- Member	Non-Profit	
			Non-Profit Member	Non-Member
Presenting Event- IFAC Selling Tickets				
Theater Rental	\$ 995	\$ 495	\$ 395	\$ 795
Rehearsal	\$ 225	\$ 125	\$ 125	\$ 150
Plus Ticketing Fee Choice	See attached options			

Staffing Requirements:

Technical Staff Minimums: 1 Sound Engineer, 1 Lighting Director, 1 Stage Manager

Front of House Minimums: 1 Front of House Manager, 1 Head Usher, Ticket Agent(s)

Labor Rates: \$20-\$25/hour * Events Manager may require additional ticket sellers for "at-the-door" sales, at promoter's expense*

Presenting Event- Presenter Selling/Printing Tickets				
Theater Rental	\$ 950	\$ 445	\$ 345	\$ 750
Rehearsal	\$ 225	\$ 125	\$ 125	\$ 150
Credit Card Fees	-	\$ -	-	-

Staffing Requirements:

Technical Staff Minimums: 1 Sound Engineer, 1 Lighting Director, 1 Stage Manager

Front of House Minimums: 1 Front of House Manager, 1 Head Usher

Labor Rates: \$20-\$25/hour

Presenting Event- Non-Ticket				
Theater Rental	\$ 595	\$ 395	\$ 295	\$ 445
Rehearsal	\$ 225	\$ 125	\$ 125	\$ 150
Credit Card Fees	-	-	-	-

Staffing Requirements:

Technical Staff Minimums: 1 Sound Engineer, 1 Lighting Director

Front of House Minimums: 1 Front of House Manager

Labor Rates: \$20-\$25/hour

Additional Charges apply for consumable items, ie. Projector lamps, batteries, etc.

**Willard Arts Center & Colonial Theater
Rental Rates
Effective October 21, 2021**

Willard Arts Center

	Commercial	Member			Non-Member	
		Non Profit	Arts Org	Commercial	Non Profit	
Hartwell Chesbro Room						
Less than 6 hours	\$ 150	\$ 100	\$ 125	\$ 200	\$ 150	
Per Day	\$ 200	\$ 150	\$ 150	\$ 300	\$ 200	
US Bank Conference Room						
Less than 6 hours	\$ 75	\$ 50	\$ 75	\$ 100	\$ 75	
Per Day	\$ 100	\$ 75	\$ 100	\$ 150	\$ 100	
Carr Gallery & Colonial Theater Lobby						
Per Day	\$ 650	\$ 500	\$ 575	\$ 750	\$ 650	
Willard Arts Center						
Upstairs- inc. Hall Community Gallery	\$ 395	\$ 220	\$ 300	\$ 425	\$ 395	
Upstairs- inc. Hall Community Gallery & Lobby	\$ 495	\$ 320	\$ 375	\$ 525	\$ 495	
Entire Building	\$ 950	\$ 725	\$ 800	\$ 1,200	\$ 950	

Staffing Requirements for All Events

1 Front of House Manager \$20/hour
 Additional staff may be required \$20/hour
 Bartender, Technical Staff, Custodial, etc.

Available Add-Ons

Dressing Rooms \$ 45
 Prior Day Set-up (if available) \$ 125

Additional amenities available (for a nominal fee) including pipe & drape, sound equipment, lighting schemes, etc.

Included in WAC Rental

Chairs & Table Set-Up
 Pre and Post Event Clean-Up
 Set-Up Planning with On-Site Event Coordinator

***Linens and table ware not provided**