



Buddies in Bad Times Theatre Cabaret Rental Information 2011/12

Space Particulars:

The Cabaret holds a maximum audience of 120 (combination of chairs and stools). If your rental falls on a Friday or Saturday evening, your event must be completed by 10pm and the Cabaret must be restored to a reasonable state (at the discretion of the technician). Buddies in Bad Times Theatre will regain control of the Cabaret at 10pm on these evenings, in order to facilitate our weekly late night programming.

Rental Particulars:

- Included in the rental fee are the services of one technician to assist with set up/tech requirements and to run basic lights and sound. The technician is available for a maximum of 8 hours per day or forty hours per week (including appropriate breaks). If the Renter wishes to extend the tech call, the Theatre must be notified in advance and overtime charges will apply at a rate of \$25/hour payable directly to the technician by the end of the call.
- A lighting and sound package, inventory to be provided. An additional fee of \$100 per day applies to projector rental (which is subject to availability and approval by the Theatre)
- Front of House personnel will be on staff to assist with patrons.
- Bar staff will be available to sell beverages at the bar. All proceeds derived from bar sales remain property of Buddies in Bad Times Theatre and are **non-negotiable**.
- Tickets may be sold through the Buddies in Bad Times Theatre box office at an additional cost (see rental fees).
- Buddies in Bad Times Theatre is a fully wheelchair accessible venue

Rental Fees:

Evening: * \$300 excluding box office service (plus a \$1 per ticket Capital Fund Charge).

Evening: * \$400 including box office service (plus a \$1 per ticket Capital Fund Charge).

Weekly: * \$1500 including box office (plus a \$1 per ticket Capital Fund Charge).

*** Rental fees are subject to 13% HST, which will be added to the above prices at the time of booking.**

Payment:

Evening: Payment is due **in full** upon signing of the agreement (non-refundable deposit).

2 or more/ Weekly: A minimum of 50% (non-refundable deposit) is due upon signing of the agreement.

Buddies in Bad Times Theatre reserves the right to deduct any and all outstanding payments to the theatre from the final box office reconciliation or may refuse to deliver or retake possession of the theatre until all payments have been made.

Our Main Stage Space:

Buddies' main stage, the Chamber, is reserved for our season programming (September-June) and therefore unavailable for general rentals.

Rental Inquiries:

Contact Shawn Daudlin, General Manager, for availability. Rental proposals must include: a brief synopsis of the event, any specific technical information required, your optimal dates and times, request for use of box office (if desired), and a contact name and phone number. Rentals are subject to availability and approval from the theatre management. If approval is granted, the renter will be contacted for confirmation at which time arrangements will be made to sign a rental agreement and leave a non-refundable deposit.

Shawn Daudlin, General Manager
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