



**COWICHAN
PERFORMING
ARTS CENTRE**

The Cowichan Performing Arts Centre, located at 2687 James Street in Duncan BC, is the perfect venue for planning a performance, lecture, meeting, seminar, multi-media presentation or private function. Every rental booking can be tailored to meet your unique event requirements.

This 731-seat theatre venue features an impressive stage with professional support facilities, qualified, experienced staff and offers state-of-the-art technology.

STAGE AND THEATRE:

- 731 continental-style seats
- Excellent sightlines & acoustics
- Robbins-sprung maple hardwood stage floor
- Proscenium opening - 41'.8"; 19'h; with 12' thrust
- Stage width - 98'.8" (wing space 28' left and right)
- Orchestra pit - accommodating up to 24 musicians
- Professional technical services and staff



EQUIPMENT

- Steinway 9' concert Grand D piano—circa 1922
- Kawai upright rehearsal piano
- Sherlock Manning upright rehearsal piano—circa 1908
- Lowery organ with Leslie cabinet
- Two 6,700 ANSI Lumens DLP Multi-Media Projectors (one portable) with sound and 3 projection screen size choices including a Rosco 22' x 50' front white vinyl projection screen
- Harlequin cascade dance floor

PERFORMANCE PREPARATION

- Four fully-appointed dressing rooms - two large chorus and two principal rooms
- Fully-equipped rehearsal hall/dance studio with sprung floor
- Green Room

LOBBY SERVICE

- Theatre lobby with licensed bar and concession services
- Art Gallery showcase feature

TICKETING SERVICE

- Ticket Centre with ticket printing services

MARKETING

- Promotional and publicity services

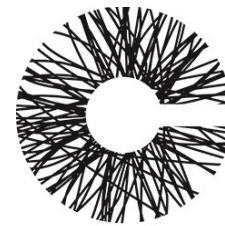
Bookings and information:

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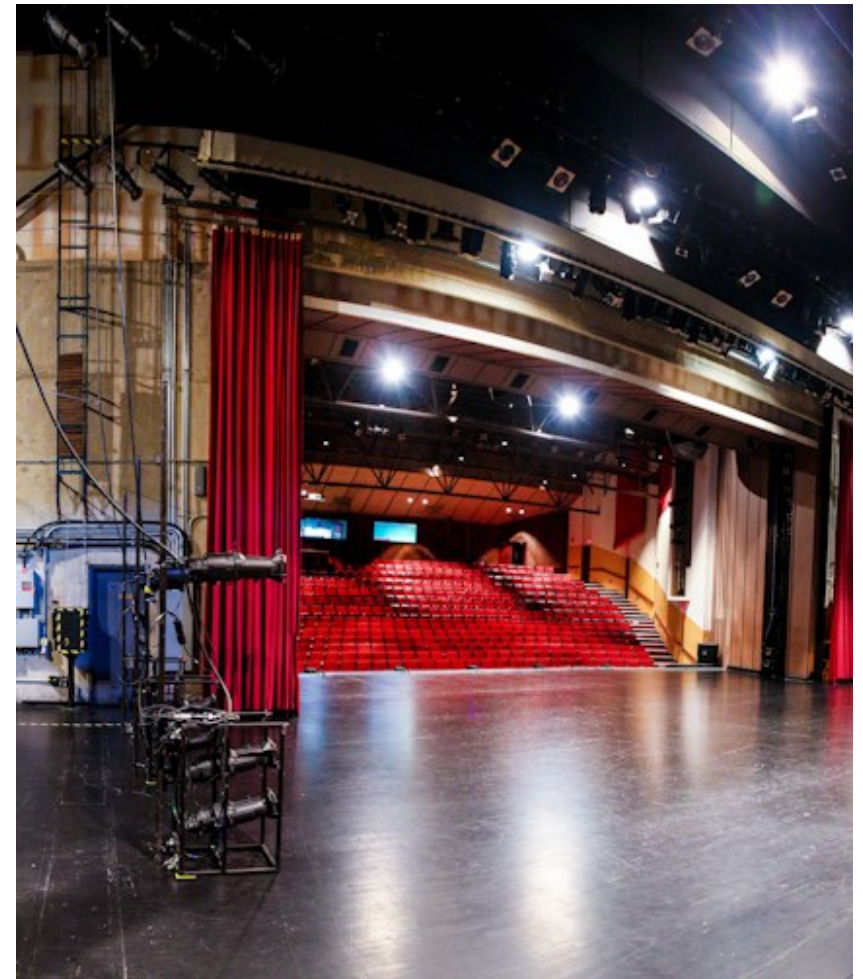


**Located in
Island Savings Centre
2687 James Street,
Duncan, BC V9L 2X5**



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2017 Venue Rental Rates & Services



cowichanpac.ca





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Fee Schedule

*Rates do not include applicable taxes and are subject to change.
Rental rates subject to GST*

THEATRE RENTAL

Stage Events: Includes stage, lobby, rehearsal hall, green room & dressing rooms.

Local Non-Profit Groups	\$375/event or 9% of Gross Gate + technical costs
Commercial and Non-resident Groups	\$775/event or 11% of Gross Gate + technical costs

Technical Stage Rehearsal: Includes stage and/or dressing rooms as required. Fridays and Saturdays are not available. The technical rehearsal rate will be charged for any non-stage event during the stage event week (ie. load-ins, cue-to-cues, etc.).

\$150/rehearsal + technical costs

Dark Days \$150/day

ANCILLARY ROOMS

Rehearsal Hall or Green Room	1 Hour	8 Hours	8+ Hours Rate/hr
Local Non-Profit	\$21	\$160	\$20
Private Local Groups	\$27	\$170	\$21.25
Commercial and Non-resident Groups	\$38	\$206	\$25.75

Theatre Lobby & Gallery

Local Non-Profit	\$37.50	\$150	\$18.75
Private Local Groups	\$50	\$176	\$22
Commercial and Non-resident Groups	\$62.50	\$200	\$25

Large Dressing Rooms

Local Non-Profit	\$12.25	\$54	\$ 6.75
Private Local Groups	\$15	\$66	\$ 8.25
Commercial and Non-resident Groups	\$21.25	\$96	\$12

Cancellation Policy: No charge with minimum 7 days' notice of event date; 25% rate charge for notice between 3 - 6 days of event date; full rate charge for notice less than 3 days before event date.

COMPLIMENTARY EQUIPMENT AND SERVICES

Tables: Two skirted tables in theatre lobby. More available upon request.

Wireless Internet: By request

SUPPLEMENTARY SERVICES

Ticket Printing:

\$25 set-up per event plus printing fees

Local Non-Profit Groups

Printing: 15¢ per ticket

Commercial and Non-resident Groups

Printing: 25¢ per ticket

- Advertised ticket prices must include GST, Ticket User Fee and Capital Improvement Fee if applicable.
- **Please note:** theatre patrons purchasing online and/or by phone will be charged \$2.25 credit card fee and \$2.50 *mail out fee (*if applicable).

Technical Staffing: *Contracted rates may be subject to change.

All charges listed below are based on a minimum call four (4) hours. Pre-consultation with Technical Director included. Technical staffing requirements determined by Technical Director for set up, run and strike based on each production/event.

*** Rate/ Hour- For First 8 Hrs**

Crew Chief	\$36.11
Department Head	\$29.25
Assistant Sound	\$28.22
Operator (<i>Sound/lights/stage manager/etc.</i>)	\$27.65
Loader	\$26.58
Stage Hand (<i>Grip</i>)	\$25.62

Overtime rates apply after 8 hours. The maximum worktime between meal breaks is up to five (5) hours. Meal penalties will apply after this time. Hours worked between Midnight and 8:00am are charged 1.5 x hourly rate listed above.

Incidental Shop Supplies Fee: \$25, if applicable

Steinway Rental: 10 days' notice required. *Steinway piano tuning mandatory.

Local Non-Profit Groups \$50 per event

Commercial and Non-resident Groups \$75 per event

Piano Tuning: (*Steinway - mandatory or Rehearsal) \$155 per event

32" TV: With/without Blu-ray. Theatre use only \$17 per day

Front of House Manager: includes ushers \$21 per hour

Merchandise Sales: commission on net sales

Licensee staffs table 10% commission

Cowichan Performing Arts Centre staffs table 15% commission

Marketing Services:

Poster Distribution within Cowichan Valley \$1.35 per poster

Email Blast \$35 per blast

TV Monitors – 5 key locations in Island Savings Centre \$40 for 4 to 6 weeks

SOCAN Licensing Fees:

Classical / Serious Music \$35 or 1.56% Gross Gate

Popular Music \$35 or 3% Gross Gate

Comedy or Magic \$36.60

Re:Sound Licensing Fees Where applicable