

THE COLONIAL THEATRE RENTAL FEES

227 Bridge Street, Phoenixville, PA 19460
 Tel: 610.917.1228 Fax: 610.917.0509
 www.thecolonialtheatre.com

Updated 10/1/18

The rental fees are structured to respond to address the many different needs of the community. An estimate of the base rental fee and anticipated additional fees will be sent to the Renter with the rental contract.

Base Rental Fees	T1 - Historic Auditorium	T2 - Blue Theatre	T3 - Red Theatre	Garden Suite	Screening Classroom
<i>Base rental fees include the room only for a 4 hour period. See additional rental fees below.</i>					
	Capacity: 658	Capacity: 174	Capacity: 65	Capacity: 50 (seated) - 90 (standing)	Capacity: 50 (seated) - 80 (standing)
Friday thru Sunday					
After 4PM Commercial/Individual	\$1,200	\$525	\$475		
After 4PM Non-Profit	\$800	\$450	\$400		
Between 12 - 4PM	\$600	\$375	\$325		
Before 12PM	\$400	\$300	\$250		
Monday thru Thursday					
After 4PM Commercial/Individual	\$800	\$400	\$325		
After 4PM Non-Profit	\$600	\$350	\$300		
Between 12 - 4PM	\$400	\$300	\$250		
Before 12PM	\$300	\$250	\$225		
Non-Theatrical Events					
<i>Two hour minimum.</i>					
Commercial/Business Event				\$150 per hour	\$75 per hour
Individual Event				\$125 per hour	\$75 per hour
Non-Profit Event				\$100 per hour	\$75 per hour
Children's Party (1)					\$75 per hour
Photo or Video Shoot			\$125 per hour throughout facility		
Custom Message on Marquee			\$125 per hour		
Additional Time					
Rehearsal	\$75 per hour			\$25 per hour	
Overtime (over first four hours)	\$200 per hour			\$75 per hour	
Ticketing					
<i>Required for all ticketed events.</i>					
Credit Card Fee			4% of gross credit card sales		
Cancellation/Refund Fee (2)			2.5% of gross sales		
Service Fees (3)			\$1 - \$8 per ticket issued		
Equipment					
35mm Projection	\$50 per event				

Digital Projection			\$50 per event	
Drum Riser		\$100 per event		
Sound system (4)	\$300 per event	\$200 per event	\$100 per event	

Labor

Technical Director		\$100 per event		\$50 per event
Projectionist		\$100 per event		
Sound & Lighting Tech	\$200 per event		\$100 per event	
Ushers			\$20 per person per hour	
Security (4 hour minimum)			\$35 per person per hour	
Merchandise Seller			\$50 per event	
Piano Tuning	\$80 per tuning			
T2 Seat Retraction	\$125 per retraction			
Cleaning	\$265 per event	\$200 per event	\$125 per event	\$100 per event
				\$50 per event

Other Charges

Marketing (5)			\$50	
Merchandise Sales			20% of gross sales receipts	
Film Booking Service			\$50	
Film Licensing (6)			\$250 - \$450	
Film Shipping (7)			\$20 - \$150	
ASCAP, BMI, SESAC Fees (8)			2.2% of gross sales	
Closed Concession Stand Fee			\$300	
Kitchen Use			\$50	
Alcohol Sales			Per discussion. See below.	
Damage Deposit			\$250	

Alcohol

The Association for the Colonial Theatre (ACT) holds a Performing Arts Facilities Liquor License with the Pennsylvania Liquor Control Board. Pricing for alcohol can be set per person, cash bar (at theatre retail prices) or a combination of both to be negotiated before the rental contract is signed. ACT reserves the right to refuse to serve any guests of a private event who appear to be intoxicated. All alcohol will be handled by RAMP-certified bartenders hired and trained by ACT. BYOB events are not permitted in any part of the Colonial Theatre complex.

Insurance

Single limit insurance coverage in the amount of \$2,000,000 combined personal liability and property damage for the above rental date(s) is required of Renter. Renter must provide ACT with a certificate of insurance listing "Association for the Colonial Theatre" as the certificate holder.

Notes

- (1) Does not include film admission or concessions.
- (2) Credit Card Charges AND Cancellation/ Refund Charges apply in the event of a cancellation and are not refundable.
- (3) Renters typically pass these fees on to the patron (they are added to the ticket price).
- (4) The PA system in T1 is not adequate for large concerts. We can recommend a sound company if needed
- (5) Inclusion on the Colonial's website, newsletter, emails, etc
- (6) Determined by film distributor.
- (7) Determined by film distributor or shipper.
- (8) Applicable if using ACT's license(s) otherwise Renter is required to provide ACT with proof of licensing to present a live performance of a copyrighted work.