



Base Rental Rates and Fees 2024

Rental Rates for Lightfoot Auditorium

Capacity 673 with 4 wheelchair spaces included

	Hourly Rates* 8am to 12am		Daily Rate*
	Set-up/Rehearsal 4hr minimum	Performance 4hr minimum	4hrs set up & 4hrs performance
Non-profit Subsidized	\$84.00	\$183.75	\$735.42
Resident Subsidized	\$131.25	\$262.50	\$1,102.50
Standard	\$214.00	\$374.50	\$1,706.65

Rental Rates for Studio Theatre

Capacity 104 with 2 wheelchair spaces included

	Hourly Rates*		Daily Rate*
	Set-up/Rehearsal 4hr minimum	Performance 4hr minimum	4hrs set up & 4hrs performance
Non-profit Subsidized	\$52.50	\$78.75	\$216.30
Resident Subsidized	\$84.00	\$115.50	\$413.44
Standard	\$117.70	\$165.85	\$577.93

Note:

- The above rental rates are for ticketed events in the Lightfoot Theatre and the Studio Theatre. An **additional fee of \$500.00 and \$75.00** respectfully will be charged for a **non-ticketed** event which will go to the Opera House Restoration fund since the \$1.50/ticket doesn't apply to these events.
- Rental of the Lightfoot has an additional surcharge of \$250.00 when ticket sales are less than 200 per event.

Rental Rates for Greenroom/Marketroom

Capacity 120/25

	Rates for 3hrs	
	Mon-Fri 8:30am-4:30pm	Evenings & Weekends
Non-profit Subsidized	\$51.50	\$103.00
Resident Subsidized	\$78.75	\$131.25
Standard	\$110.00	\$220.00
Additional hourly rate	\$40.00	\$75.00

Staff Chargeback Rates

4hr minimum call

Position	Rate
Event Staff	\$20.00/hr
Event Staff (host bar)	\$25.00/hr
Custodial	\$30.00/hr
Production Crew L1	\$35.00/hr
Audience Services	\$35.00/hr
Production Crew L2	\$40.00/hr
Technical Director	\$50.00/hr

- Set-up/Rehearsal rental rate is based on a 4-hour minimum and includes Technical Supervisor only.
- Performance rental rate (hourly, daily or weekly) is based on a 4-hour minimum and includes Technical Supervisor, Audience Services, Event Staff (4 for GL/2 for Studio).
- Lobby rates are for the use of the space and an Audience Services.
- The bar is owned and operated by the theatre under a LLBO License and no SOPs are allowed.
- Additional charges may apply for Janitorial, Room set-up and additional staff as required.
- Glassware, linens, or catering are not included.



- Overtime rates of time and one half apply after 10 consecutive hrs. and double time after 16 consecutive hrs.

Technical Chargeback Rates (Rates are subject to change for items contracted out ie Piano Tuning)

	Standard	Non-profit Subsidized	Standard Weekly Rental	Non-profit Weekly Rental
Audio Package A	\$250.00	\$180.00	\$750.00	\$500.00
Audio Package B	\$175.00	\$125.00	\$500.00	\$250.00
Audio Package C	\$100.00	\$50.00	\$250.00	\$125.00
Wireless Lav Mic (max. 12)	\$70.00ea.	\$50.00ea.	\$200.00ea	\$125.00ea
Wireless Handheld Mic (max. 6)	\$70.00ea.	\$50.00ea.	\$200.00ea	\$125.00ea
Hazer	\$150.00	\$75.00	\$250.00	\$250.00
Follow Spot (staff not included)	\$100.00	\$75.00	\$250.00	\$250.00
Projector	\$200.00	\$175.00	\$500.00	\$500.00
Screen	\$200.00	\$175.00	\$500.00	\$500.00
Piano Tuning	\$225.00/tuning	\$175.00/tuning	n/a	n/a
Grand Piano	\$75.00	\$75.00	\$375.00	\$325.00
Upright Piano	\$50.00	\$50.00	\$225.00	\$175.00
Set up, lx & sound - general	\$500.00	\$250.00	n/a	n/a
Set up, lx & sound - dance	\$750.00	\$500.00	n/a	n/a
Dance Floor (GL only) install	\$180.00	\$180.00	n/a	n/a
Dance Floor daily use	\$50.00	\$50.00	\$225.00	\$225.00
Outside rental items	Cost + 15%	Cost + 10%		

Box Office Fees Charge Direct to Patron

Ticket Exchange Fee	\$2.00 including HST
Ticket Reprint Fee	\$2.00 including HST
Online Sales	\$1.13 including HST

Fees to be included in ticket price

Handling Fee *	\$1.50 including HST
Capital Surcharge (CIF)**	\$2.00 including HST

Calculating Ticket Prices

advertised price	\$11.50	25.00
minus Handling Fee	(\$1.50)	(\$1.50)
minus Capital Surcharge		(\$2.00)
remitted to client***	\$10.00	\$22.00

* Not applied to tickets \$10.00 or less

** Not applied to Outlet ticket sales

*** Clients must remit HST to CRA if applicable.

Administration Fees Charge Direct to Client

Theatre	8.5%
Entandem if applicable	3% or \$35 whichever is greater