



Performance Rental Rate	Monday – Thursday	Friday – Sunday
Commercial Rate	\$3,000	\$3,500
Non-Profit Rate	\$2,500	\$3,000

Non-Performance Rental Rate	Monday-Thursday	Friday-Sunday
Commercial Rate	\$1,500	\$2,000

*6% Kentucky sales tax to be added on all facility rentals

The hours that are included in the rental day are between 10:00am and 12:00am. **The rental start time will be determined by the MAC, and agreed upon by lessee, based upon lessee production requirements.** Any time beyond these hours are subject to overtime charges.

Base rental rate for performance days includes these services at no charge:

- Heat/Electricity/Air Conditioning
- Marquee and website posting
- 5 Social Media posts
- Event included in weekly email blasts
- 1 audio tech, 1 lighting tech, 1 stage tech
- Existing installed lighting plot – additional fees may be charged for expanded lighting
- 3 FOH/Box Office employees
- Band Room

All Sound, lighting, and production equipment is owned and operated by the Mountain Arts Center. Charges for additional production equipment and labor requested by the performers, will be determined after reviewing the artists’ technical rider.

Additional Expenses:

Grand Piano Rental – Steinway	\$600
Grand Piano Rental – Yamaha	\$400
Grand Piano Rental – Young Chang	\$200

Piano Tuner	\$150
Expanded lighting plots	Quote available by request
Follow Spots (2)	\$300 includes operators
Risers	\$50 per unit
Recording Studio	\$500 includes engineer, multi-track recording
LED Star Drape	\$300
Podium	\$100
Projectors	\$200
Extra stage technicians	\$16 per hour, minimum 4 hour call
Extra box office or front of house employees	\$16 per hour, minimum 4 hour call
Hospitality Manager	\$250 (If catering is offered)
Runner	\$150

Box Office

Per ticket fee for each ticket printed	\$1.00
Ticket company fees	\$3.00
Facility fee	\$2.00
Credit Card fees	4%

Marketing

Additional social media posts	\$10 per post
Event specific email blast	\$15 per email blast
Purchasing media buys	15% of each buy
Graphic Design (Flyers, social media)	\$100
Flyer Printing	\$.50 per poster

Insurance

Lessee is required to carry Liability Insurance in an amount not less than \$500,000.00 for injury to any one person, \$500,000.00 per any one occurrence and Property Damage insurance to the amount of not less than \$50,000.00. The City of Prestonsburg and the Mountain Arts Owner shall be named as Co-insurers and said policy is to contain a waiver of subrogation for the day of your event(s).

Holding Dates

An organization wishing to hold a date for the current or following season can do so only by submitting a Facility Rental Application. This letter will hold the date for thirty days, by which time the date must be approved, confirmed and a rental agreement must be signed and returned in duplicate with a deposit of \$500. If a longer amount of time is needed,

arrangements must be made, otherwise the Mountain Arts Center may not be able to guarantee the rental date.

Contracting the Theater

If an organization wishes to confirm its hold on a date, a contract must be signed, with all contract conditions met and all required fees paid before any advertising or ticket sales are to begin.