

# RENTAL RATES

## Ted Mann Concert Hall

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### SCHOOL OF MUSIC

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UNIVERSITY OF MINNESOTA

100 Ferguson Hall  
2106 Fourth Street South  
Minneapolis, MN 55455  
612-626-1892

### Rental Rates

- For profit – \$2,500 per performance day plus expenses (includes same day rehearsal)
- Non-profit – \$1,850 per performance day plus expenses (includes same day rehearsal)
- University – \$850 per performance day plus expenses (when no admission fee is charged and costs are billed to a University CUFS account)

Extra rehearsals: \$250 per hour with a maximum of \$750 for 3 hours or more

Extra load in time: \$225 per hour or \$700 per day

Any food or beverage service add additional \$150 per day

**Reservation and Deposit Policy:** (please refer to page 3)

### Additional Expenses and Fees

#### Staffing:

##### Front of House

House Manager	\$35.00/hour (*)
Head Usher	\$18.25/hour (required for reserved seating)
Ushers	\$12.25/hour (*)
Ticket takers	\$12.25/hour (required for reserved ticketing)

##### Back Stage

Stage Manager	\$35.00/hour (*)
Audio Engineer	\$35.00/hour (*)
Stage/Lighting Crew	\$18.25/hour (*)
Follow Spot Operators	\$18.25/hour
Assistant Audio Engineer	\$18.25/hour

##### Security

Police officers	\$70.00/hour
Security monitors	\$18.00/hour

(\*) Indicates required staffing or fees

## Expenses and Fees, continued

### Insurance

Renter must provide proof of liability policy covering the event.  
Renter must provide proof of workers compensation insurance.

### Lighting Equipment Rental

Follow spot \$60.00/day/unit +staffing two available  
Lighting instruments \$5.00/unit, for units added to Rep Plot

### Rosco Dance Floor

\$100 per installation

### Sound Reinforcement, A/V Equipment, and Event Recording

**Control from Sound Booth (non-musical performance)** \$50 per performance + staffing  
One Talk Mic (or podium)  
CD or Tape Playback  
Two Stage Monitors or fold back (one mix)  
No more than 4 stage inputs

**Control from Front of House mix position  
(musical performance)** \$250 per performance + staffing  
Any resident house audio equipment  
Up to 40 Inputs/6 Monitor Mixes

**Shure Wireless Microphone** (Lavalier or hand-held) \$65.00 per channel  
**LCD Projector (Video/Data)** \$450 per performance  
**14' x 10'6" Projection Screen** \$50 per performance  
**Event recording (audio only)** \$150 per performance

### Instrument Rental

Piano \$125.00  
Tuning \$100.00 (additional charge for voicing/action work)  
Harpsichord \$50.00 to \$100.00 (depending on instrument available)

### UMATO - University of Minnesota Arts Ticket Office (when applicable)

5% of gross sales or \$200.00, whichever is greater, plus thirty-five cents per ticket printed, but not sold by the University Arts ticket office (includes complimentary tickets). \$5.00 process fee\* per ticket or \$7.00 per group or season ticket order will be paid by the ticket purchaser. \*Includes a \$1.00 per ticket Facilities Restoration fee. \$250 charge for initial Reserved Seating Master Chart. \$150 for General Admission Master Chart.

### Room Rental in Ferguson Hall (staffing support for set-up or event will be additional)

Large ensemble rooms \$40.00/hour  
Small ensemble rooms \$30.00/four hours  
Classrooms \$30.00/four hours  
Recital Hall \$300.00/four hours  
Room 225 \$200.00/four hours  
Room 280 \$150.00/four hours

All rates are subject to change without notice.

## Ted Mann Concert Hall Reservation and Deposit Policy

### All Renters

Dates will be held for fifteen business days from the time an event(s) is booked on the Ted Mann calendar. After that period of time, a signed contract and a deposit (or CUFS account for university rentals) are required to lock the date. If the deposit and signed contract are not received after the fifteen business day period, then the date will be considered “tentative only” and still available to any other renter.

If another renter challenges your date(s), you will be notified and given the right of first refusal, which will require a deposit and contract within ten business days. If the deposit and signed contract are not received after the ten business day period, the date will be forfeited to the next renter with a guaranteed deposit.

Deposit policy:

- If you are using the hall for a single day, your deposit is \$600 for non-profit/university, and \$1,000 for-profit.
- If you are using the hall for a series of contiguous days that include rehearsal and performance, your deposit is equal to 40% of the total hall rental charges (excluding labor and materials) for the multiple day period.
- Deposits for multiple day rentals may be paid in two equal installments: one-half due at the time the contract is signed, and the remaining half due six months prior to the earliest date that has been reserved.
- If you cancel one of the days of a rental, you forfeit the deposit equal to the daily rental for the day cancelled, according to the schedule below.
- If you cancel the entire rental, you forfeit the total rental charge according to the schedule below.

Cancellation schedule:

<u>Notice of Cancellation Received</u>	<u>Cancellation Fee</u>
Less than four months	50% of deposit
Less than three months	75% of deposit
Less than two months	100% of deposit

The cancellation policy does not include those cancellations included as part of the *force majeure* in the contract with Ted Mann.

At the discretion of the University and Ted Mann management, renters with no previous rental experience, inadequate financial underwriting or no local institutional affiliation may be required to provide a deposit equal to the cost of hall rental and estimated labor/services in advance before booking is confirmed.

revised 8/6/08