

# Chrysler Theatre

201 Riverside Drive West, Windsor ON N9A 5K4

Telephone 519-252-8311 ext. 4601

Fax 519-973-4976

Theatre Manager – Veronica Mancini

Box Office – 519-252-6579

Email: [vmancini@stclaircolleg.ca](mailto:vmancini@stclaircolleg.ca)

Website: [www.chryslertheatre.com](http://www.chryslertheatre.com)

## THEATRE RENTAL INFORMATION

The Chrysler Theatre has a total of 1137 seats: 674 on the main floor including from Row E-Z (Row E is front Row). 13 accessible seats in Row Z on both sides of the house. There are 431 seats in the balcony from Rows AA-KK and 32 box seats. If using the pit for seating, we can set up for tables and chairs in various configurations which can be designated for VIP Seating.

The back stage area, at stage level, is comprised of 6 dressing rooms, each with private washroom and shower facilities, a green room and production office. On the lower level there are two chorus dressing rooms with washroom and shower facilities, a wardrobe room, a musician's room and one large spare room.

### Policies

#### **Box office**

A renter must use Chrysler Theatre box office and tickets for all events. There will be a \$500 fee for non-ticketed events.

#### **Deposit**

A non-refundable deposit of \$1,500 is necessary to secure the space and will be applied to the end of show settlement.

#### **Renter Takes Tickets**

Renters who wish to sell their tickets may take up to 100 tickets at a time on account. The renter is responsible for returning unsold tickets 48 hours prior to their event. The tickets will be returned into the system for future sale. Ticket return fee is \$.25 per ticket. Failure to return unsold tickets will result in charges equal to the value of the tickets.

#### **Ticket Processing Fees**

A handling fee of \$1.95 and a \$1.00 CIF is added to every ticket purchased by phone and In-person. Tickets purchased on-line will incur an additional \$2.00

# Chrysler Theatre Rate Card

	COMMERCIAL RATES	COMMUNITY/NON PROFIT RATE	
Theatre Rent	\$2500 vs 12% Gross (capped at \$4000) 8 Hours	Fri and Sat	Sun -Thurs
First 5 hours	-	\$1400	\$1150
Second 5 hours	-	\$1275	\$1025
Hourly Rate	\$480	\$480	\$350
Dark Day Rate	\$975	\$500	\$500
Box Office (per performance)	\$850	\$500	
Box Office Extra Staff	\$25/hr	\$25/hr	
Front of House Manager	\$32 hr	\$32 hr	
Front of House Ushers (5 Min)	\$22 hr	\$22 hr	
Technical Manager	\$40.75 hr/ OT \$58.00	\$40.75 hr/ OT \$58.00	
Technical Crew (4 hr. Min)	\$40.75 hr/ OT \$58.00	\$40.75 hr/ OT \$58.00	
Security	\$35 hr	\$35 hr	
Handling Fee	\$1.95 per ticket by patron	\$1.95 per ticket by patron	
Capital Improvement Fee (CIF)	\$1.00 per ticket by patron	\$1.00 per ticket by patron	
SOCAN	Flat fee based on type of event	Flat fee based on type of event	
Merchandising fee	20%	20%	
Marketing fee	\$500	<i>Includes: 2-2x3 marquee full color posters; Box office e-blast up to 6,000 valid email addresses; Full Color, Glossy Program Booklet (5.5x8.5)</i>	
Insurance	<b>\$5 million liability</b> <i>Must add Chrysler Theatre at St. Clair Centre for the Arts as the additional insured</i>	<b>\$5 million liability</b> <i>Must add Chrysler Theatre at St. Clair Centre for the Arts as the additional insured</i>	
Concession Fee	\$500 sales or \$150 labour charge	\$500 sales or \$150 labour charge	
Cleaning fee	\$375	\$275	
THEATRE AMENITIES		RATES	
Follow Spot		\$100/day, \$300/week	
Production Office WIFI		Included in Rental	
Piano Rental incl. Tuning		\$500	
Cyclorama		\$110/day \$240/week	

Effective January 1, 2018