



RENTAL RATE CARD

Effective July 1, 2017

RENTAL RATES – FRED KAVLI THEATRE (1,800 seats)	MONDAY-THURSDAY	FRIDAY-SUNDAY
Daily Rental Rate	2,500	3,250
Additional Performance – Same Day	1,250	1,625
Non-Performance Day Load-In / Tech / Rehearsal	1,250	3,250
Educational School Performance (no public sales)	1,250	N/A
Additional Educational School Performance – Same Day	625	N/A
Weekly Rental Rate (7 consecutive days)	11,850	
Kavli Theatre Rehearsal Room	150	N/A

RENTAL RATES – JANET & RAY SCHERR FORUM THEATRE (394 seats)	MONDAY-THURSDAY	FRIDAY-SUNDAY
Daily Rental Rate	500	700
Additional Performance – Same Day	250	350
Non-Performance Day Load-In / Tech / Rehearsal	250	700
Educational School Performance (no public sales)	250	N/A
Additional Educational School Performance – Same Day	125	N/A
Weekly Rental Rate (7 consecutive days)	2,500	

COMMUNITY RENTAL RATES** – SCHERR FORUM THEATRE (394 seats)	MONDAY-THURSDAY	FRIDAY-SUNDAY
Daily Rental Rate	400	560
Additional Performance – Same Day	200	280
Non-Performance Day Load-In / Tech / Rehearsal	200	280
Educational School Performance (no public sales)	200	N/A
Additional Educational School Performance – Same Day	100	N/A
<i>**Community Rental Rate is available for Thousand Oaks-based Non-profit organizations</i>		

RENTAL RATES – FOUNDERS ROOM, LOBBIES, PLAZAS AND PARK	MONDAY-SUNDAY
Founders Room (located off of the Kavli Theatre lobby) *	150
Fred Kavli Theatre Lobby *	250
Janet & Ray Scherr Forum Lobby *	150
Scherr Forum Outdoor Plaza (upper Plaza cannot be rented for events)	500
Carpenter Park	300

* Rental is subject to cancellation on 48 hours notice if the Fred Kavli Theatre or Scherr Forum Theatre is booked for an event.

RENTAL RATES – FILM, TELEVISION AND COMMERCIAL SHOOTS	MONDAY-THURSDAY	FRIDAY-SUNDAY
Film, Television and Video Shoots	Fred Kavli Theatre	3,500
	Scherr Forum Theatre	1,500
	Theatre Lobbies, Civic Arts Plaza Grounds	3,500
Still Photography Shoots	Fred Kavli Theatre	1,500
		N/A

RENTAL RATES – FILM, TELEVISION AND COMMERCIAL SHOTS CONT'D			
Still Photography Shoots	Scherr Forum Theatre	600	N/A
	Theatre Lobbies, Civic Arts Plaza Grounds	600	600

REIMBURSABLE LABOR RATES		RATE	
Technical Services	Stage Supervisor	71	Per hour
	Head Carpenter, Head Electrical, Head Audio	67	Per person, per hour
	Stage Hands	33	Per person, per hour
	Follow Spot Operator	33	Per person, per hour
Front-Of-House	Supervisor – Fred Kavli Theatre	350	Per performance
	Supervisor – Janet & Ray Scherr Forum Theatre	100	Per performance
	Staff Usher Captains (Kavli Theatre only)	15	Per person, per hour
	Events in Founders Room, Lobbies and Outdoor Plazas	120	Initial 4 hours
		15	Per hour over 4 hours
Maintenance	Fred Kavli Theatre	600	Per performance
	Fred Kavli Theatre	360	Per rehearsal
	Janet & Ray Scherr Forum	120	Per performance/rehearsal
	Founders Room, Lobbies and Outdoor Plazas	120	Per use
	Custodial/Porter Service	25	Per person, per hour

PRODUCTION FEES		KAVLI THEATRE	SCHERR FORUM
Lamp Use	Per performance	100	50
Orchestra Shell	Per performance	700	N/A
Piano Rental	Per performance rental and tuning	150	150
	Additional Tuning	150	150
Wireless Microphones (per performance)	Hand-Held or Lavalier	70	70
	E-6 Earset	90	90
Video Projector	Daily Rental (5.5k / 14k)	400 / 800	400 / 800
	Weekly Rental (5.5k / 14k)	600 / 2,400	600 / 2,400
Parking Lot Tent – Scherr Forum	Set-up and strike *		1,360
Cabaret Tables – Scherr Forum	Per table, set-up and strike		15

* Cost of setting up and striking the tent will be divided equally among multiple rental clients, if more than one rental client in back-to-back engagements utilizes the tent.

BOX OFFICE FEES	KAVLI THEATRE	SCHERR FORUM
Service Fee (per performance)	750	150
Ticket Printing Fee (per performance – when required for crowd control)	300	85
Change to House Scale (after a performance has been placed on sale)	200	200
Facility Fee (per ticket, including consignment tickets, valued at \$0.01 to \$15.00)	2	2
Facility Fee (per ticket, including consignment tickets, valued at \$15.01 and higher)	4	4
Facility Fee – Subscription Tickets (per ticket, including consignment tickets)	3	3
Consignment Tickets (per ticket)	1.50	1.50
Subscription Orders (per subscription order)	8	8

BOX OFFICE FEES CONT'D		
Group Sales Fee (% of gross receipts)	10%	10%
Credit Card Fees – American Express [variable fee]	3.25%	3.25%
Credit Card Fees – MasterCard, Visa [variable fee]	3.00%	3.00%

Box Office Window Sales – A \$2.00 per ticket processing fee will be charged to patrons making purchases through the Box Office Window.

Consignment Tickets – Consignment tickets may be sold or distributed by the rental client, but may not be sold or distributed through any third party computerized ticketing company or e-commerce system.

Facility Fee – Up to 144 complimentary tickets per performance in the Kavli Theatre and up to 32 complimentary tickets per performance in the Scherr Forum will be exempt from the Facility Fee. Facility Fees for tickets sold on consignment will be included as a charge on the performance settlement.

Ticket Printing – All tickets must be printed and issued by Theatre's Box Office. In order to ensure attendance does not exceed capacity, CAD staff may require printed tickets to be distributed for events which are open for general entry at no cost.

MISCELLANEOUS FEES		RATE	
Liability Insurance	Fred Kavli Theatre	Call for Quote	
	Janet & Ray Scherr Forum Theatre	Call for Quote	
Merchandise Sales	Recorded goods *	90%/10%	
	Soft goods *	85%/15%	
	Venue Sellers	100	Per seller
Parking Fees	Patron Parking	8	Per vehicle
	Fred Kavli Theatre parking garage buy-out	3,700	Per performance
	Scherr Forum Theatre parking garage buy-out	450	Per performance

* Artist is responsible for payment of California Sales Tax.

For More Information Please Contact

Marisa Hanke
Rental Coordinator
805.449.2706
mhanke@toaks.org