

MESA ARTS CENTER

Not-for-Profit/Government License Fee Schedule

July 1, 2024 – June 30, 2025

	Tom and Janet Ikeda Theater 1,570 seats	Virginia G. Piper Repertory Theater 550 seats	Nesbitt-Elliott Playhouse Theater 200 seats	Anita Cox-Farnsworth Studio Theater 99 seats
Not-for-Profit Government Daily Venue Fee	\$2,674 vs. 5%	\$1,502	\$693	\$405
Not-for-Profit Government Weekly Venue Fee (Monday – Sunday)	N/A	\$7,749	\$2,972	\$1,216

Mesa Arts Center theaters are closed on Mondays and Tuesdays. Due to closure, administrator approval will be required for all events/inquiries on Mesa Arts Center Campus and may incur additional fees and charges.

- Daily rates listed are for single show days and include a full day’s use of the theater. Load-in/out and rehearsal days Wednesday-Thursday that do not include a performance will be charged at 50% of the show day rental fee. Friday-Sunday will be charged at the full daily rate. Days with two performances will be charged at 150% of the show day rental fee.
- Services provided on City of Mesa holidays may be subject to increased rental rates as well as staff overtime rates. City of Mesa holidays are: New Year’s Day, MLK Holiday, Presidents’ Day, Memorial Day, Independence Day, Labor Day, Veterans’ Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve Day and Christmas Day. Additional IATSE Holidays: New Year’s Eve Day, and Easter Sunday.
- Shows that are settled on vs 5% will be settled at 5% of net box office sales (less sales tax and restoration fee).
- Daily Rental will not exceed 15 hours per day and weekly Rental will not exceed 95 hours per week. Prior written requests can be submitted for approval.

Calendar Availability

- Availability of venue resources and impact to the campus will be considered in determining availability.
- Mesa Arts Center requires a minimum of six (6) weeks to process all new inquiries.

Facility Restoration Fees

- Ticketed performances will be charged a Facility Restoration Fee that will be added onto the cost of each ticket as follows: Tickets priced up to \$20.00 will have a \$1.00 Facility Restoration Fee per ticket and tickets priced \$20.01 and above will have a \$4.00 Facility Restoration Fee per ticket.
- Non-ticketed performances and free performances will be charged a flat Facility Restoration Fee of \$800 for the Tom and Janet Ikeda Theater, \$300 for the Virginia G. Piper Repertory Theater, \$100 for the Nesbitt-Elliott Playhouse Theater, and \$50 for the Anita Cox-Farnsworth Theater.

Box Office

	Tom and Janet Ikeda Theater	Virginia G. Piper Repertory Theater	Nesbitt-Elliott Playhouse Theater	Anita Cox-Farnsworth Studio Theater
Box Office Fee <i>*Per Performance</i>	\$600	\$240	\$120	\$90

- All tickets for Mesa Arts Center performances are printed and distributed through the Mesa Arts Center Box Office and ticketing system. Unless approved in writing.

- Alternative Ticketing Solutions (Consignment Fee)

Licensee may consign tickets/use their own ticketing platform, only after written approval by management. Unused consignment tickets need to be returned to the Box Office by the licensee, a minimum of five (5) business days prior to the performance.

Fees are as follows:

- Restoration Fee of \$1 or \$4 per consigned ticket. See Facility Restoration Fees for more information.
- Licensee will be charged 4% on consigned net ticket sales after deduction of applicable restoration fees.

- Ticket Transaction Fees

Licensee will be charged a \$0.55 transaction fee for every ticket processed.

- Credit Card Fees

Licensee will be charged 4% of total credit card transactions processed by Mesa Arts Center Box Office.

- Service Fees (Customer)

Service Charge Fees will be assessed as follows:

Ticket price \$0.00 - \$21.00	\$3.25 per ticket for internet, phone, mail, and in-person orders
Ticket price \$21.01 - \$29.99	\$5.50 per ticket for internet, phone, mail, and in-person orders
Ticket price \$30.00 - \$44.99	\$6.00 per ticket for internet, phone, mail, and in-person orders
Ticket price \$45.00 or more	\$6.50 per ticket for internet, phone, mail, and in-person orders
Package, Bundles and Passes	10% of total package price

- Delivery Fees (Customer)

Delivery Fees will be assessed as follows:

\$0.00	For walk-up/in-person, print-at-home, and email delivery
\$3.00	For pick-up at will-call or mail delivery (fee charged per order)

Front of House Labor

	Tom and Janet Ikeda Theater	Virginia G. Piper Repertory Theater	Nesbitt-Elliott Playhouse Theater	Anita Cox-Farnsworth Studio Theater
Front of House Fee <i>*Per Performance</i>	\$600	\$240	\$120	\$90

- Performances with runtimes exceeding 3 hours will be charged back a minimum of \$24.00 per hour per House Manager. The number of House Managers varies depending on the theater and the estimated attendance.
- Event Managers will be charged back a minimum of \$30 per hour per Event Manager. The number of Event Managers varies depending on the location and type of event and attendance.

Marketing for Ticketed Performances

- Inclusion on Mesa Arts Center’s website for ticketing sales
- Inclusion on Mesa Arts Center’s electronic marquees one (1) month prior to show date.
- Inclusion on Theater Lobby Digital Display on show days (some restrictions apply)
- Rack Cards can be displayed in Box Office and the Theater Lobby
 - Approval of materials by Mesa Arts Center Marketing.
 - Designed, printed, and delivered to Mesa Arts Center for distribution.
- Marketing Contact List to be shared upon request.

Technical

- Not Profit Clients will have the benefit of a Production Coordinator assigned to their event at no cost for up to eight (8) hours per day (for a daily rental) or up to forty (40) hours for the first week (for a multi-week run) (for a weekly rental, Monday-Sunday).
- Usage of Production Coordinator more than eight (8) hours per day or more than forty (40) hours for the week will be charged at \$55.50 per hour.
- If the Production Coordinator is required to come in outside of the agreed upon production schedule (determined prior to load-in) due to unforeseen activity (such as added rehearsal or unfinished technical work), the client will be charged for the unscheduled time, subject to time and one-half as applicable.
- No penalty will be imposed on a client if a minimum of 24-hour notification is given. If notification is given less than twenty-four (24) hours prior to reporting time, the client will pay two (2) hours show up pay for the Production Coordinator scheduled.

Stagehand Staffing (IATSE)

Position	Rate/Hour	Overtime Rate/Hour	Double-time Rate/Hour
Department Head	\$45.00	\$67.50	\$90.00
Flyrail Operator	\$45.00	\$67.50	\$90.00
Forklift Operator	\$42.00	\$63.00	\$84.00
Rigger	\$50.00	\$75.00	\$100.00
Side	\$42.00	\$63.00	\$84.00
Steward	\$47.00	\$70.50	\$94.00
Truck Loader	\$51.00	\$76.50	\$102.00
Weight Loader	\$42.00	\$63.00	\$84.00

Conditions of IATSE Stagehand Labor

- **Minimum Call:** The minimum call for MAC supplied crew is 4 hours. The minimum callback after a 1- hour meal break is 2 hours. Any unpaid break longer than 3 hours will result in a callback of 4 hours.
- **Time and one-half:** 150% of the regular rate after 8 incurred hours per day and/or after 40 hours per week.
- **Double-time:** On hours worked between midnight and 8:00 a.m., on Holidays, and after 14 hours of work. Calls may start at 7:00 a.m. at straight time.
- **Holidays:** New Year's Eve Day, New Year's Day, President's Day, Martin Luther King Day, Easter Sunday, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Eve Day, Christmas Day.
- **Meal Period:** A 1-hour meal period must be given no later than the 5th hour after a call begins and cannot be given before 3 hours after the call begins, or after the last meal period. If the crew breaks for a meal period, they shall receive a 2-hour minimum call when they return to work.
- **Meal Breaks:** No more than 5 hours shall be worked between meal breaks. If the crew is required to work more than 5 hours without a 1-hour meal break, an additional charge of \$37.35 per person per hour will be charged on top of the prevailing rate until the crew is given a 1-hour meal break. If a meal break is not feasible after 5 consecutive hours, the MAC may purchase a hot meal and schedule not less than a one-half hour meal break in which case the crew member's time shall be continued. If the MAC purchases food for the crew, the costs incurred by the MAC will be passed onto the Licensee. If the MAC determines the schedule provided by Licensee does not permit suitable meal breaks, the MAC will require re-adjustment of the schedule.
- **Breaks:** A 15-minute rest break shall be taken for every 2 to 3 hours worked.
- **Turnaround:** Unless 8 hours have elapsed from dismissal to the start of work on the following day, on continuing jobs, the crew shall return to work at double-time rates. However, during a same-day call if less than a 4-hour break is given, the crew stays on the clock. If during a same day call a crew member breaks from 4 to 7 hours, he or she will come back on continued time. This does not exempt the MAC from overnight turnaround.
- **Changing Crew:** The Licensee will not be permitted to change crews to avoid paying overtime wages.
- **Portions of the Hour:** All time is figured in 1-hour increments.
- **Other labor companies:** When hiring stagehands from an outside labor company, their rules may be different but still apply. The MAC will hire crew from an outside labor company if needed to meet your requirements. There is a minimum call time requirement for all labor calls. If labor crew is cancelled with less than 24-hour notification, there will be an additional charge for all crew scheduled.
- **Flyrail Operator/Weight Loaders:** If Licensee is using the fly system, they must hire a Flyrail operator through the Mesa Arts Center for liability reasons. If any item is being added or removed to the fly system that will cause a weight change, two Weight Loaders will be added.
- On cancellation of performances or crew calls, there will be no penalty imposed on the client, so long as twenty-four (24) hours notification is given to the Union. If notification is given less than twenty-four (24) hours prior to reporting time, the client will pay two (2) hours show up pay to each employee scheduled at call time.

Production Coordinator –

Position	Rate/Hour	Overtime Rate/Hour	Double-time Rate/Hour
Production Coordinator	\$37.00	\$55.50	NA

- The Production Coordinator is a Mesa Arts Center staff member. This position is not included in Mesa Arts Center Licensee Fee. This is a required position for use and access to theatrical space and venue equipment. Farnsworth Studio Theater is based on type of event and production requirements.
- Crew Meal – If the Production Coordinator is not able to have a 1 hour walk away break every 6 hours, a hot meal will be purchased for them. This cost of \$35 will be passed on to the Licensee on the post show settlement.

Backstage Docks and Parking

- At minimum one loading dock bay will be available for load in and load out days. Due to limitations, we request that vehicles are moved once emptied.
- Vehicles may remain in the loading dock only upon request, subject to availability and may be asked to move pending venue operational needs.
- A minimum of one (1) parking space will be assigned per Theater for use during contracted Venue Usage per availability.
 - Ikeda Theater – Spaces behind Ikeda Theater/Security entrance
 - Playhouse Theater – (1) space in Service Lane
 - Piper Theater – (1) space in Service Lane
 - Farnsworth Studio Theater – (1) space in Service Lane
- Mesa Arts Center staff will make best effort to meet the needs of parking requests.

Custodial Fees

- Normal and customary custodial services are included in rental fees. Events with runtimes exceeding four (4) hours and/or events with a large number of participants backstage may be assessed additional fees.

Front of House Catering/Concessions

- Concession Services are managed exclusively by the Mesa Arts Center Food and Beverage Department. Catering Services (excluding alcoholic beverages) may be provided at the Mesa Arts Center by any licensed and insured caterer.
- Outside caterers must provide a Certificate of Insurance and Catering Licenses. The licensee will be responsible for notifying the Event Services Supervisor of caterer's name and provide contact information no less than thirty (30) days prior to event.
- Concessions Buy Out Fee:
 - Concessions buy out fee may be applied when the Licensee gains approval to provide complimentary food and beverage before or during an event. A Catering Buyout Fee will not be applied for complimentary food and beverage distributed as a to go option after the event.
 - Approval to waive concessions requires the Event Services Supervisor or Deputy Directors review of the distribution setup, Business License and Certificate of Insurance no less than thirty (30) days prior to event.
 - A minimum fee of \$600 for an Ikeda Theater performance and a minimum fee of \$400 for a Piper Theater performance
 - Mesa Arts Center reserves the right to waive the buyout fee based on Mesa Arts Center concessions capacity or capabilities.
- Mesa Arts Center's concessions policy is that all beverages are permitted for all performances. Exceptions to this policy can be requested and must be approved by Mesa Arts Center management.
- Alcoholic beverages can only be provided by the Mesa Arts Center Food and Beverage Department.

Back of House Catering/Artist & Crew Hospitality

- Is exempt from catering policy.
- Alcoholic beverages can only be provided by the Mesa Arts Center Food and Beverage Department. And must have prior approval by Mesa Arts Center Administration.

Merchandise Commission

- Mesa Arts Center shall receive twenty percent (20%) on soft merchandise and ten percent (10%) on recorded merchandise of the Gross Revenue from such sales if Artist provides the seller.
 - *Taxes (6.3% State/County, 2% City) are deducted from Gross Sales by the Mesa Arts Center and the commission is calculated after taxes.*

Security Labor and Surcharge

- All persons and items entering through Front of House at Mesa Arts Center are subject to patron screening. Mesa Arts Center management reserves the right to refuse any item deemed a potential safety or security risk.
- Mesa Arts Center provides general security throughout the campus. This includes monitoring of public access areas as well as backstage.
- Security Service is provided exclusively through Allied Universal and is billed at \$40.00 per hour with a 4-hour minimum.
- A \$40.00 Surcharge will be added to every performance held in the Ikeda Theater, Piper Theater, and Nesbitt-Elliott Playhouse. This fee is in addition to any security labor charges.
- Fire Watch officers will be required for all performances using atmospherics and during tech and rehearsals at the discretion of the Event Services Supervisor. Guards will be billed back to client at \$40.00 per hour.
- Additional security needs can be discussed with Event Coordinator
- Theater Operational Hours:

Day of Week	Client Hours (out of venue)
<i>Effective Date: 8/29/2021</i>	
*Monday	8 AM - 10:30 PM
*Tuesday	8 AM - 10:30 PM
Wednesday	8 AM - 11 PM
Thursday	8 AM - 11 PM
Friday	8 AM - 12 AM
Saturday	8 AM - 12 AM
Sunday	8 AM - 11 PM

*Monday and Tuesday not available for theater usage. Usage of these days are subject to special management approval.

**Venue usage beyond the agreed upon schedule is subject to a Security and Operations chargeback of \$40 per hour per staff/security member.

Cancellation

- 50% to 100% of the total base rent may be retained by the Mesa Arts Center if the event is cancelled (dependent upon date of cancellation).

Fee Adjustments

- Deputy Director of Theaters or designee is authorized to grant discounts or refunds, to waive fees or to negotiate special pricing (weekend rates, co-promotes, etc.) as required, if at the Administrator’s discretion it is in the best interest of the City.

Equipment Rates *Rates listed are charged per performance.

Tables, Etc.

6' Table	\$12.00
6' Round Table	\$12.00
Cabaret Table	\$9.00
Tablecloth	\$10.00
Chair	\$2.00
Easel	\$5.00
Outdoor Staging (10 sections available)	\$60.00/ Sec + Labor

Music Equipment

7' Grand Piano, Steinway B	\$300.00
9' Grand Piano, Steinway D	\$500.00
Upright Steinway Piano	\$120.00
Upright Boston Piano	\$60.00
Piano Tuning	\$215.00

Marley Floor

Ikeda, Piper, & Playhouse	\$240.00
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Presenting Equipment

Lectern, w/mic kit	\$60.00
Anchor Portable Sound System	\$150.00
Projector package (includes projector, screen, laptop, & switcher)	\$500.00
DVD Player (1 available)	\$30.00
Laptop (check for availability)	\$60.00

FX

Fogger	\$50.00 w/fluid
Hazer	\$50.00 w/fluid

Consumable Items

Gaff Tape (per roll)	\$25.00
Marley Tape (per roll)	\$15.00
Spike Tape (per roll)	\$20.00
Glow Tape (per roll)	\$20.00
Fog Fluid (additional bottle)	\$35.00
Haze Fluid (additional bottle)	\$35.00
Gel	\$15.00/sheet

Lighting

Follow Spotlights	\$120.00/Spot
ETC SmartFade Controller	\$180.00+labor

Sound Reinforcement

Digital Monitor Package (4 or more mixes or wedges) - \$500.00

Package includes: Monitor Console, Monitor Speakers, Split Snake, Assorted Microphone Roadcase
(Make & model of monitor package can be made available upon request)

Ikeda Line Array Sound Equipment Package – Request use in Production Advance

(Option to in-house Renkus-Heinz PA System)

L'Acoustics Kudo full-range flown line array cabinets (20 total, 10 hanging per side)

L'Acoustics SB-28 Subwoofers (on deck, 6 total, 3 each side)

L'Acoustics 8XT 2-way Speaker Cabinets (7 total, used as front fills on lip of stage)

Portable PA System - \$250.00 plus labor set-up/strike

Behringer X32 digital mixer, 32 channels

2x Shure wireless microphone units

12x QSC K12 speakers

2x QSC Ksubs

Portable PA System - \$250.00 plus labor set-up/strike

12-Channel Analog Mixer

4x 12" JBL SRX monitor wedges

2x 15" JBL SRX 700 bi-amped 2 way

2x 18" JBL SRX 700 subs

Microphones –Please inquire for a full listing of inventory and pricing.

**** NOTE: All labor, equipment and fees are subject to change depending on the nature and requirements of the individual event.**