



## WYO Theater Black Box (Mars Theater) Event Rental Charges & Fees

as of 7.31.24

Equipment use is subject to approval of theater management. The WYO Theater reserve the right to require additional staffing to ensure a successful event and to ensure mutual safety of the facility, users and patrons. All rates are for “as is” rental. Final rental fees are based on specific event needs and overages. Additional set up or restoration time will be assessed per event and will be the determination of management.

PERFORMING ARTS &  
EDUCATION CENTER

Event Rental	Commercial	Non-Profit	Notes
Base Rental: 5hrs	\$175	\$125	Includes use of light plot, loading facilities, PA system w 2 microphones, lighting and sound operator
Technical Rehearsal: 4hrs	\$275	\$200	Includes additional equipment set up, sound check, additional tech as necessary
Each Additional Hour	\$75	\$75	
Bare Rehearsal Rate: Per Hour	\$40	\$40	No technical equipment
Lobby Only: Per Hour	\$125	\$100	
<b>Staff/Services/Materials Charge</b>			
Designer Services <i>ie. custom light plot/hang</i>	\$225	\$200	
Box Office Services	\$80	\$70	Includes house manager, additional box office staff, ushers, ticket takers, concessions attendant
Cleaning	\$70	\$55	Regular cleaning before and after event.
Riser Set Up	\$250	\$250	Includes set up of risers and seating for an event.
House Set Up	\$175	\$125	Includes set up of chairs and/or tables for an event. Does not include riser set up.
Additional Crew: Per Hour	\$35	\$30	
<b>Additional Services/Fees</b>			
Baby Grand Piano Usage ( <i>includes tuning</i> )	\$125	\$125	
Grand Piano Usage ( <i>includes tuning</i> )	\$140	\$140	
Large Event &/or Unanticipated Cleaning	\$155	\$155	Additional or unanticipated clean up following event.
Merchandise	25%	25%	The WYO takes a 25% merchandise commission of all items sold the time of the event.
Projector & Screen: Per Event	\$80	\$80	Includes some sources for input - dvd or blue ray player. Does not include sources not listed here.
Projector + Ultra Short-Throw Lens & Screen: Per Event	\$130	\$130	Includes some sources for input - dvd or blue ray player. Does not include sources not listed here.
Additional (common) equipment rental	\$225	\$225	Common equipment includes direct inputs. additional mics, speakers, amps, etc. and includes set up.
Additional (uncommon) equipment rental	Varies	Varies	
Live Streaming Services	\$150	\$150	Live stream your event to an additional audience – included virtual ticketing. Licensing dependent.

**Each event will be charged based on the fees above or 15% of ticket sales, whichever is greater. The fees listed below are applicable to all ticketed events.**

<b>Ticketing Fees</b>			
Set Up & Marketing Fee	\$80	\$80	Includes website set up, inclusion in weekly newsletter & on marquee
Outside Sales: Per Ticket	\$0.50	\$0.50	Every 5 tickets printed for outside sales will be considered one full price ticket.
Technology Fee Per Ticket	\$3	\$2	Technology fee per ticket can be rolled into total ticket price.
Sales Tax: Per Ticket	6%	-	Entities with 501(c)3 tax status may be exempt. Check with the WYO Theater for specific regulations.
Credit Card Transaction Fee	\$.04	\$.04	
BMI & ASCAP Licensing Fee	2.3%	2.3%	Licensing fee for any kind of music played in the house or elsewhere throughout the event.