



# 2021 Theatre Hire Charges

**All prices subject to GST**

All Burrinja staff are charged at a min. of three hours. Penalty Rates will apply to Sunday and Public Holidays

All prices are subject to change without notice

**UPDATE: Staff times have extended to enable the Duty Manager and Technician to prepare the venue under Burrinja's Covid Safe plan and for Ushers to assist with Contact Tracing as mandated by the Victorian Government.**

## To Note

- The Venue and Box Office opens to the public 1 hour before the performance start time.
- Burrinja's Café and Foyer Bar is open 1 hour prior to performance start times and during the interval.
- Whenever there is an audience of 100 or less patrons in the theatre it is compulsory to have 1 Usher on duty. Whenever there is an audience of over 100 patrons in the theatre it is compulsory to have 2 Ushers on duty. Ushers are required to start 75 minutes prior to a performance and conclude their shift 15 mins after the performance finishes.
- A Duty Manager is required for all performances. The Duty Manager must start 1.75 hours prior to the performance and ends their shift when your patrons leave or at a minimum 30 minutes after your performance ends.
- A Venue Technician is required for all performances. The Technician starts 45 minutes before your arrival at the venue and ends their shift 30 minutes after your bump out. If Technicians are required to spend additional time beyond the hours booked preparing for your event you will be charged for this time.
- If your event requires Parking Marshals they are required to start 1 hour prior to your performance start time. They are required to work 3 hours.  
\*\* See below for Parking Marshal thresholds in 2021.
- All Burrinja staff are charged at a minimum of 3 hrs. Penalty Rates apply for Sundays and Public Holidays and time worked after midnight. Min call for Sundays and Public Holidays is 4 hrs.
- Performance rates apply 1.5 hours before the show start time. Minimum hiring is 3 hrs at the performance rate.
- All "standard rig" audio, visual, lighting and theatre equipment is included as part of your Venue Hire. Projectors and any additional equipment required to be hired in will be charged in addition.

	<b>Not for Profit Groups Proof required</b>	<b>Community Dance/Calisthenics/ Schools/ Local Government</b>	<b>Commercial</b>
<b>Venue Cost</b>	<b>Per hour</b>	<b>Per Hour</b>	<b>Per Hour</b>
<b>Mon – Fri</b>	Bump in \$84 Rehearsal \$131 Performance \$181 Additional dressing room \$22	Bump in \$95 Rehearsal \$152 Performance \$210 Additional dressing room \$22	Bump in \$136 Rehearsal \$218 Performance \$301 Additional dressing room \$27
<b>Sat - Sun</b>	Bump in \$90 Rehearsal \$143 Performance \$201 Additional dressing room \$22	Bump in \$104 Rehearsal \$167 Performance \$235 Additional dressing room \$22	Bump in \$149 Rehearsal \$239 Performance \$336 Additional dressing room \$27
<b>Equipment</b>	All other standard audio, visual, lighting and theatre equipment is included as part of your Venue Hire charges		
Projector	\$67 flat rate per rehearsal or performance (approx. 4hr booking) \$130 flat rate full day		
<b>Staffing</b>	<b>Staffing Rates are the same for all Categories</b>		
<b>Standard</b>	<p><b>Rehearsals</b> – Minimum of 1 Technician or Duty Manager</p> <p><b>Performances</b> – Minimum of 1 Technician, 1 Duty Manager &amp; 2 Ushers depending on ticket sales*</p> <p>Technician: \$47 p/hr Duty Manager: \$47 p/hr Ushers: \$39 p/hr</p> <p>Parking marshals if req. \$31 p/hr. 2 Required for all events over 340 patrons**</p>		
<b>Sunday and Public Holiday Rates Min call 4 hrs</b>	<p>Technician: \$71 p/hr Duty Manager: \$71 p/hr Ushers: \$59 p/hr Parking Marshal: \$46 p/hr</p>		

Ticketing	NFP	Community	Commercial
<p>Includes:  website listing  Phone, online  and in person  service  1 Box office  staff for event</p>	<p>\$2.30 per ticket sold  \$1.00 per complimentary ticket issued</p> <p>If your ticketing structure includes tickets at \$35 per person or over  Ticketing will be charged at the commercial rate of \$3.50</p>	<p>\$2.60 per ticket sold  \$1.00 per complimentary ticket issued</p> <p>If your ticketing structure includes tickets at \$35 per person or over  Ticketing will be charged at the commercial rate of \$3.50</p>	<p>\$3.50 per ticket sold  \$2.00 per complimentary ticket issued</p>
Cleaning			
<p>Additional  Cleaning  required  Please see conditions of  hire</p>	<p>\$75 p/hr</p>		

**All costs are shown exclusive of GST. All costs will incur GST.**